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ABSTRACT

This compilation of ERIC abstracts dealing with product services is the 12th in a series that identifies research and instructional materials in selected occupational clusters. Approximately 190 documents were identified by means of computer searches of "Research in Education" from 1967 to December 1972. Instructions on how to use ERIC reference products are included. Intended for use in career education curriculum development, these abstracts include lists of descriptors, identifiers, and other pertinent information about documents in the occupational cluster dealing with product services. This document is related to 14 other cluster groupings, available as VT 018 790-VT 018 793, VT 018 897-VT 018 903, VT 018 906, and VT 018 907 in this issue. (AG)

ED 073283

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Cluster Series 12

PRODUCT SERVICES

Occupational Cluster Series

Abstracts of Instructional and Research Materials

Compiled by

David H. Miller
Allen B. Moore

1973

The Center for Vocational and Technical Education
The Ohio State University
1960 Kenny Road
Columbus, Ohio 43210

AA 000 074

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MISSION OF THE CENTER

The Center for Vocational and Technical Education is an independent unit on The Ohio State University campus. It serves a catalytic role in establishing consortia to focus on relevant problems in vocational and technical education. The Center is comprehensive in its commitment and responsibility, multidisciplinary in its approach and interinstitutional in its program.

The Center's mission is to strengthen the capacity of state educational systems to provide effective occupational education programs consistent with the individual needs and manpower requirements by:

- Conducting research and development to fill voids in existing knowledge and to develop methods for applying knowledge.
- Programmatic focus on state leadership development, vocational teacher education, curriculum, vocational choice and adjustment.
- Stimulating and strengthening the capacity of other agencies and institutions to create durable solutions to significant problems.
- Providing a national information storage, retrieval and dissemination system for vocational and technical education through the affiliated ERIC Clearinghouse.

This publication was prepared pursuant to a contract with the National Institute of Education, U.S. Department of Health, Education and Welfare. Contractors undertaking such projects under Government sponsorship are encouraged to express freely their judgment in professional and technical matters. Points of view or opinions do not, therefore, necessarily represent official National Institute of Education position or policy.

PREFACE

Finding and using relevant information frequently is a major task for curriculum specialists, teachers, administrators and students. The Center for Vocational and Technical Education is dedicated to making useful and vital information accessible so that it may be used to improve school practices.

The Center has assembled, under one cover, research materials and instructional materials related to the Product Services occupational cluster. The materials included in this compilation, in the form of abstracts, are selections from Research in Education (RIE) from 1967 to June, 1972.

Other compilations of abstracts in the occupational cluster series, of which this is a part include the areas of arts and humanities, natural resources, government, communication, trade, manufacturing, finance, education, health, welfare, recreation and entertainment, transportation, construction, and personal services.

We are indebted to Allen B. Moore, project director, Supportive Information for the Comprehensive Career Education Model, and David H. Miller, Information Specialist who coordinated the compilation of this publication.

We hope that this publication will prove valuable to you in your particular endeavor.

Robert E. Taylor
Director
The Center for Vocational
and Technical Education

Product Services Cluster

INTRODUCTION

This compilation of ERIC abstracts is the twelfth in a series of publications which identify research and instructional materials dealing with selected occupational clusters. The 15 cluster areas included in the series have been identfied by educational specialists as a means of suggesting a structure for career education curriculum development.

Other compilations of ERIC abstracts are available for the following cluster areas:

- Natural Resources--available as VT 018 791
- Arts and Humanities--available as VT 018 790
- Construction (Construction Process) available as VT 018 792
- Government (Administrative Body) available as VT 018 793
- Transportation--available as VT 018 907
- Communication--available as VT 018 897
- Trade (Marketing) available as VT 018 898
- Finance (Banking) available as VT 018 899
- Education--available as VT 018 900
- Health--available as VT 018 901
- Welfare--available as VT 018 902
- Personal (Human) Services available as VT 018 903
- Recreation and Entertainment--available as VT 018 905
- Manufacturing--available as VT 018 906

Product Services Cluster

INDEX/RETRIEVAL TERMS

This compilation of abstracts represents selected documents identified from a search strategy which included the following ERIC tersm:

Instruction
Curriculum
Guides
Manuals
Resource Materials
Service Occupations
Repair
Service Workers
Applicance Service Technicians
Electrical Appliance Servicemen

Each ERIC document indexed by certain combinations of these terms resulted in a computer "hit". Each time a "hit" was registered, an abstract along with its complete bibliographic citation was printed. Each abstract included in the initial computer printout was screened for relevance by information specialists at The Center prior to the development of this compilation. For a detailed explanation of computer searching see VT 018 425, ERIC Instructional Package for Vocational Educators.

How to Use ERIC Reference Products

Each ERIC reference publication includes:

1. Document Resume Section containing abstracts and bibliographic information

2. Subject and Author Index Section

Each resume presents information about a document's content, its source and availability. Sample resumes on the following pages are explained in detail.

The indexes help to locate the abstracts by page numbers and accession numbers. These indexes are: Subject Index, Author Index and Conversion of Document Number Index. Index terms used in the subject index are ERIC descriptors. Each document has been assigned several of these descriptors; therefore, each document title appears in the subject index several times.

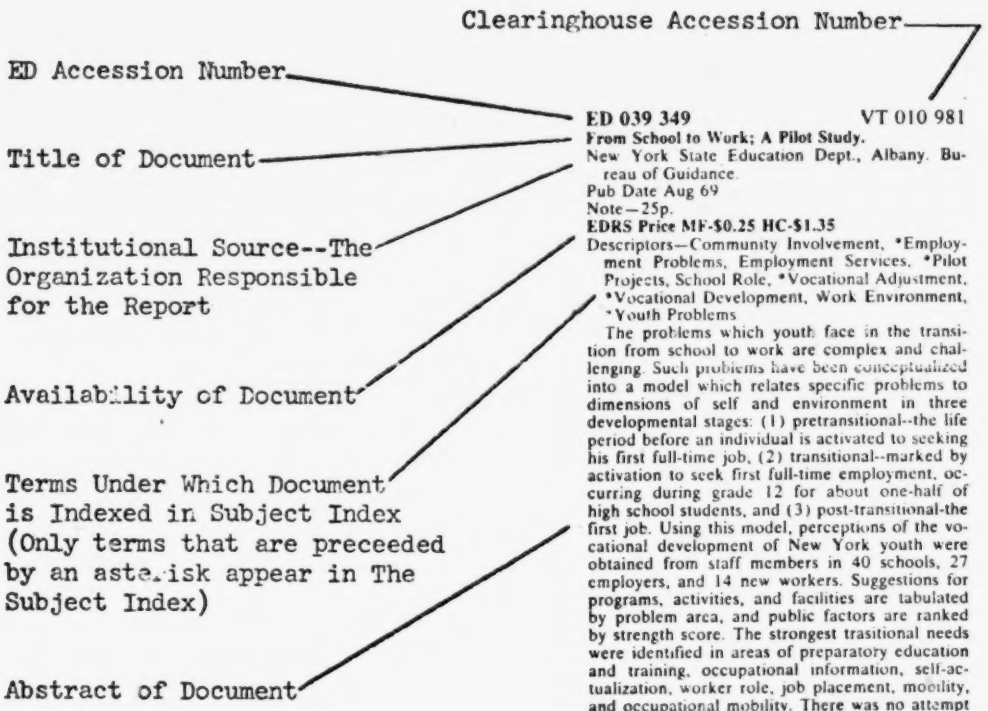
The full texts of documents are available from the original sources or from the ERIC Document Reproduction Service (EDRS) as microfiche or xerox reproductions.

Format of

Research in Education (RIE)

Document Resume

ED 039 349


Clearinghouse Accession Number
ED Accession Number
Title of Document
Institutional Source--The Organization Responsible for the Report
Availability of Document
Terms Under Which Document is Indexed in Subject Index (Only terms that are preceeded by an asterisk appear in The Subject Index)
Abstract of Document

ED 039 349 VT 010 981

From School to Work; A Pilot Study.

New York State Education Dept., Albany. Bureau of Guidance.

Pub Date Aug 69

Note—25p.

EDRS Price MF-$0.25 HC-$1.35

Descriptors—Community Involvement, *Employment Problems, Employment Services, *Pilot Projects, School Role, *Vocational Adjustment, *Vocational Development, Work Environment, *Youth Problems

The problems which youth face in the transition from school to work are complex and challenging. Such problems have been conceptualized into a model which relates specific problems to dimensions of self and environment in three developmental stages: (1) pretransitional--the life period before an individual is activated to seeking his first full-time job, (2) transitional--marked by activation to seek first full-time employment, occurring during grade 12 for about one-half of high school students, and (3) post-transitional-the first job. Using this model, perceptions of the vocational development of New York youth were obtained from staff members in 40 schools, 27 employers, and 14 new workers. Suggestions for programs, activities, and facilities are tabulated by problem area, and public factors are ranked by strength score. The strongest trasitional needs were identified in areas of preparatory education and training, occupational information, self-actualization, worker role, job placement, mobility, and occupational mobility. There was no attempt to investigate causative factors; however, some causal inferences are drawn. Recommendations are included. (CH)

Document Ordering Instructions

All documents cited in this compilation of abstracts are available in their full text. Availability is by one of the options listed below:

1. ORIGINAL COPY FROM PUBLISHER OR SUPPLIER

   These documents have an availability listed in the resume. Often such documents are not available by any other means.

2. MICROFICHE AND HARD COPY REPRODUCTSION

   Documents with ED numbers are usually available individually on microfiche ($0.65 a title) or paper copy (xerox - $3.29 per 100 pages or fraction thereof) from:

   ERIC Document Reproduction Service (EDRS)
   P. O. Drawer O
   Bethesda, Maryland 20014

   Orders must specify ED number.

PRODUCT SERVICES

Occupational Cluster Series

Abstracts of Instructional and
Research Materials

ACCESSION NUMBERS: ED059385 VT014701

PUBLICATION DATE: SEP 69

TITLE: CURRICULUM GUIDE FOR METALS.

INSTITUTION CODE: BBB03717

DESCRIPTOR: AUTO BODY REPAIRMEN; BEHAVIORAL OBJECTIVES; *CAREER EDUCATION; CLUSTER ANALYSIS; *COMMUNICATIONS; *CURRICULUM GUIDES; EQUIPMENT; INSTRUCTIONAL MATERIALS; LEARNING ACTIVITIES; MACHINISTS; *METALS; *OCCUPATIONAL CLUSTERS; OCCUPATIONAL GUIDANCE; *OCCUPATIONAL INFORMATION; REFERENCE MATERIALS; SAFETY EDUCATION; SECONDARY EDUCATION; SHEET METAL WORKERS; WELDERS

IDENTIFIER: THE OREGON WAY

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 181P.

ISSUE: RIEMAY72

DEVELOPED THROUGH A COOPERATIVE EFFORT BY INDUSTRY AND EDUCATION, THIS CURRICULUM GUIDE OUTLINES THE BASIC SKILLS AND KNOWLEDGE NECESSARY FOR ENTRY-LEVEL COMPETENCIES IN THE BROAD FIELD OF METALS, OR FOR ENTRANCE INTO AN APPRENTICESHIP, POST-HIGH SCHOOL, OR UNIVERSITY PROGRAM. THIS GUIDE IS ONE OF SEVERAL DEVELOPED FOR OREGON'S NEW APPROACH TO SECONDARY EDUCATION CALLED "THE OREGON WAY." THE PROGRAM IS BASED ON THE ASSUMPTIONS THAT SECONDARY SCHOOLS SHOULD BE PREPARATORY FOR ALL STUDENTS, AND THAT A PREPARATORY PROGRAM TIES THE CURRICULUM TO THE LIVES OF STUDENTS. AS A RESULT OF ANALYZING 1,023 SEPARATE OCCUPATIONS, FIVE KEY OCCUPATIONAL CLUSTERS FOR METALS WERE DERIVED: (1) FOUNDRY WORKER, (2) SHEET METAL WORKER, (3) AUTO BODY REPAIRMAN, (4) WELDER, AND (5) MACHINIST. FOLLOWING SOME OCCUPATIONAL AND INSTRUCTIONAL DATA AND CURRICULUM SUGGESTIONS, COURSE OUTLINES ARE PROVIDED FOR: (1) HOT METALS, (2) MACHINE PROCESSES, (3) METAL FABRICATION, AND (4) COMMUNICATION. REQUIRED KNOWLEDGE AND SKILLS, BEHAVIORAL OBJECTIVES, AND SUGGESTED LEARNING ACTIVITIES ARE GIVEN FOR EACH UNIT. INFORMATION DATED TO SAFETY AND MAINTENANCE, AND A LIST OF RELATED TOOLS, EQUIPMENT, AND FURNISHINGS ARE APPENDED. (GEB)

AVAILABILITY: OREGON BOARD OF EDUCATION, 942 LANCASTER DRIVE, NE, SALEM, OREGON 97310 ($2.50)

INSTITUTION NAME: OREGON STATE BOARD OF EDUCATION, SALEM. DIV. OF COMMUNITY COLLEGES AND CAREER EDUCATION.

ACCESSION NUMBERS: ED059384 VT014700

PUBLICATION DATE: SEP 69

TITLE: CURRICULUM GUIDE FOR ELECTRICITY-ELECTRONICS.

INSTITUTION CODE: BBB03717

DESCRIPTOR: BEHAVIORAL OBJECTIVES; *CAREER EDUCATION; CLUSTER ANALYSIS; COMMUNICATIONS; *CURRICULUM GUIDES; ELECTRICAL APPLIANCE SERVICEMEN; ELECTRICAL OCCUPATIONS; ELECTRIC CIRCUITS; ELECTRICIANS; *ELECTRICITY; ELECTROMECHANICAL TECHNOLOGY; *ELECTRONICS; LEARNING ACTIVITIES; *OCCUPATIONAL CLUSTERS; OCCUPATIONAL GUIDANCE; OCCUPATIONAL INFORMATION; REFERENCE MATERIALS; SAFETY EDUCATION; SECONDARY EDUCATION

IDENTIFIER: THE OREGON WAY

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 142P.

ISSUE: RIEMAY72

DEVELOPED THROUGH A COOPERATIVE EFFORT BY INDUSTRY AND EDUCATION, THIS CURRICULUM GUIDE OUTLINES THE BASIC SKILLS AND KNOWLEDGE NECESSARY FOR ENTRY-LEVEL COMPETENCIES IN THE BROAD FIELD OF ELECTRICITY-ELECTRONICS, OR FOR ENTRANCE INTO AN APPRENTICESHIP, POST-HIGH SCHOOL, OR UNIVERSITY PROGRAM. THIS GUIDE IS ONE OF SEVERAL DEVELOPED FOR OREGON'S NEW APPROACH TO SECONDARY EDUCATION CALLED "THE OREGON WAY." THE PROGRAM IS BASED ON THE ASSUMPTIONS THAT SECONDARY SCHOOLS SHOULD BE PREPARATORY FOR ALL STUDENTS, AND THAT A PREPARATORY PROGRAM TIES THE CURRICULUM TO THE LIVES OF STUDENTS. AS A RESULT OF ANALYZING OVER 350 SEPARATE OCCUPATIONS, FIVE KEY CLUSTERS FOR ELECTRICITY-ELECTRONICS WERE DERIVED: (1) ELECTRONIC ASSEMBLER, (2) ELECTRICAL REPAIRMAN, (3) ELECTRICAL APPLIANCE SERVICEMAN, (4) ELECTRONICS TECHNICIAN, AND (5) ELECTRICIAN. FOLLOWING THE OCCUPATIONAL AND INSTRUCTIONAL DATA AND CURRICULUM SUGGESTIONS, COURSE OUTLINES ARE PROVIDED FOR: (1) CIRCUITRY FUNDAMENTALS, (2) ELECTROMECHANICS, AND (3) COMMUNICATIONS. REQUIRED KNOWLEDGE, BEHAVIORAL OBJECTIVES, AND SUGGESTED LEARNING ACTIVITIES ARE GIVEN FOR EACH UNIT. INFORMATION RELATED TO SAFETY AND MAINTENANCE, AND A LIST OF SUGGESTED EQUIPMENT AND FACILITIES ARE APPENDED. (GEB)

AVAILABILITY: OREGON BOARD OF EDUCATION, 942 LANCASTER DRIVE, NE, SALEM, OREGON 97310 ($2.50)

INSTITUTION NAME: OREGON STATE BOARD OF EDUCATION, SALEM. DIV. OF COMMUNITY COLLEGES AND CAREER EDUCATION.

ACCESSION NUMBERS: ED059382 VT014697

PUBLICATION DATE: MAY 70

TITLE: CURRICULUM GUIDE FOR FOOD SERVICE OCCUPATIONS.

INSTITUTION CODE: BBB03717

DESCRIPTOR: BIBLIOGRAPHIES; *CAREER EDUCATION; EQUIPMENT; FOOD PROCESSING OCCUPATIONS; *FOOD SERVICE OCCUPATIONS; HUMAN RELATIONS; INSTRUCTIONAL MATERIALS; *LEARNING ACTIVITIES; OCCUPATIONAL CLUSTERS; OCCUPATIONAL GUIDANCE; *OCCUPATIONAL INFORMATION; REFERENCE MATERIALS; SAFETY; SANITATION; SECONDARY EDUCATION; *STATE CURRICULUM GUIDES

IDENTIFIER: THE OREGON WAY

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 210P.

ISSUE: RIEMAY72

DEVELOPED BY CURRICULUM SPECIALISTS ASSISTED BY AN ADVISORY COMMITTEE, THIS CURRICULUM GUIDE OUTLINES THE BASIC SKILLS AND KNOWLEDGE NECESSARY FOR ENTRY-LEVEL COMPETENCIES IN THE BROAD FIELD OF FOOD SERVICE OCCUPATIONS, OR FOR ENTRY INTO POST-HIGH SCHOOL PROGRAMS FOR ADVANCED WORK. DESIGNED FOR USE IN GRADES 11 AND 12, THE GUIDE IS ONE OF SEVERAL DEVELOPED FOR OREGON'S NEW APPROACH TO SECONDARY EDUCATION CALLED "THE OREGON WAY," A PROGRAM BASED ON THE ASSUMPTIONS THAT SECONDARY SCHOOLS SHOULD BE PREPARATORY FOR ALL STUDENTS, AND THAT A PREPARATORY PROGRAM TIES THE CURRICULUM TO THE LIVES OF STUDENTS. THE FOOD SERVICE OCCUPATIONS CLUSTER CURRICULUM IS BASED ON A SURVEY OF OREGON'S PRESENT AND PROJECTED NEEDS AND AN ANALYSIS OF JOB TITLES. FOLLOWING THE OCCUPATIONAL AND INSTRUCTIONAL DATA AND CURRICULUM SUGGESTIONS, OUTLINES ARE PROVIDED FOR EIGHT UNITS, EACH INCLUDING OBJECTIVES, SUBCONCEPTS AND CONTENT OUTLINES, SUGGESTED LEARNING ACTIVITIES, AND EVALUATION AND GENERALIZATION SUGGESTIONS. A LIST OF JOB DESCRIPTIONS, EQUIPMENT NEEDS, A BIBLIOGRAPHY, AND SUGGESTED TEACHING AIDS ARE APPENDED. (GEB)

AVAILABILITY: OREGON BOARD OF EDUCATION, 942 LANCASTER DRIVE, NE, SALEM, OREGON 97310 ($2.50)

INSTITUTION NAME: OREGON STATE BOARD OF EDUCATION, SALEM. DIV. OF COMMUNITY COLLEGES AND CAREER EDUCATION.

ACCESSION NUMBERS: ED057643 FL002528

PUBLICATION DATE: 71

TITLE: DAS SPRACHLABOR IN DER SCHULE (THE LANGUAGE LABORATORY IN SCHOOLS).

PERSONAL AUTHOR: CABUS, HANS-JOACHIM; FREUDENSTEIN, REINHOLD

INSTITUTION CODE: BBBO5795

DESCRIPTOR: AUDIO ACTIVE LABORATORIES; AUDIO EQUIPMENT; CLASSROOM ARRANGEMENT; EQUIPMENT MAINTENANCE; *LABORATORY MANUALS; *LANGUAGE LABORATORIES; *LANGUAGE LABORATORY EQUIPMENT; *LANGUAGE LABORATORY USE; PROGRAMED INSTRUCTION; TAPE RECORDERS

IDENTIFIER: *WEST GERMANY

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$3.29

DESCRIPTIVE NOTE: 92P.

ISSUE: RIEAPR72

THIS TECHNICAL MANUAL FOR THE USE OF LANGUAGE LABORATORIES INCLUDES INFORMATION ON THE FOLLOWING TOPICS: (1) TYPES OF LABORATORIES, (2) THE TAPE, (3) THE TAPE RECORDER, (4) OTHER BASIC TECHNICAL EQUIPMENT, (5) THE AUDIO-ACTIVE LABORATORY, THE AUDIO-ACTIVE-COMPARE LABORATORY, AND AN EVALUATION OF THE TWO, (6) POSSIBILITIES FOR EXPANDED USE, (7) ARRANGEMENT OF THE LABORATORY ROOM, (8) THE TEACHING PROGRAM, (9) TECHNIQUES FOR SELF-PROGRAMING, AND (10) USE AND CARE OF EQUIPMENT. AN ANNOTATED BIBLIOGRAPHY AND TWO GLOSSARIES OF TECHNICAL TERMS (ENGLISH-GERMAN AND FRENCH-GERMAN) ARE INCLUDED. (RS)

INSTITUTION NAME: BADICHEN ANILIN- UND SODA-FABRIK AG, LUDWIGSHAFEN AM RHEIN (WEST GERMANY).

ACCESSION NUMBERS: ED057636 FL001924

PUBLICATION DATE: MAR 68

TITLE: DER PLATZ DES SPRACHLABORS IM NEUSPRACHLICHEN UNTERRICHT (THE PLACE OF THE LANGUAGE LABORATORY IN MODERN LANGUAGE INSTRUCTION).

PERSONAL AUTHOR: ANKERSTEIN, HILMAR S.

DESCRIPTOR: EQUIPMENT MAINTENANCE; INDIVIDUALIZED INSTRUCTION; *LANGUAGE INSTRUCTION; LANGUAGE LABORATORY EQUIPMENT; *LANGUAGE LABORATORY USE; PROGRAMED INSTRUCTION; *PROGRAM EVALUATION; *PROGRAM IMPROVEMENT; PROGRAMING PROBLEMS; *SECOND LANGUAGE LEARNING; TRANSFER OF TRAINING

IDENTIFIER: *WEST GERMANY

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$3.29

DESCRIPTIVE NOTE: 9P.

ISSUE: RIEAPR72

THIS ARTICLE DISCUSSES THE ROLE OF LANGUAGE LABORATORIES IN FOREIGN LANGUAGE TEACHING AS DEVELOPED IN GERMANY. FIVE PRINCIPAL ADVANTAGES ARE PRESENTED: (1) INTENSIFICATION OF LEARNING THROUGH ACTIVE LANGUAGE USE, (2) INDIVIDUALIZATION OF INSTRUCTION, (3) OBJECTIFICATION OF EVALUATION, (4) IMPROVED CONTROL FOR TEACHER AND STUDENT, AND (5) CREATION OF A MORE COMPREHENSIVE PROGRAM. AFTER REVIEWING ASPECTS OF TECHNICAL ORGANIZATION AND ASSESSING THE CHIEF IMPORTANCE OF LANGUAGE LABORATORIES AT ELEMENTARY, INTERMEDIATE, AND ADVANCED LEVELS, THE AUTHOR MENTIONS SOME OF THE DRAWBACKS OF LAB WORK, INLCUDING THE DANGERS OF OVERUSE, THE SHORTAGE OF GOOD PROGRAMS, EQUIPMENT FAILURE, AND THE LIMITED SUITABILITY FOR GROUP CONVERSATION, WRITTEN WORK, AND ADVANCED MATERIAL. A CONCLUSION TREATING EDUCATIONAL GOALS DISCUSSES PROBLEMS OF SKILL TRANSFER AND IMPORTANCE OF SPEECH AS THE BASIS FOR INSTRUCTION. REFERENCES--SOME ANNOTATED--ARE INCLUDED. (AUTHOR/RS)

JOURNAL CITATION: NEUE UNTERRICHTSPRAXIS; N2 P76-84 1968

ACCESSION NUMBERS: ED056454 EM009316

PUBLICATION DATE: FEB 70

TITLE: GUIDELINES FOR INSTRUCTIONAL MEDIA SERVICES PROGRAMS. REVISED EDITION.

INSTITUTION CODE: BBB01582; BBB05645

DESCRIPTOR: *AUDIOVISUAL AIDS; EDUCATIONAL COORDINATION; *EDUCATIONAL EQUIPMENT; EQUIPMENT MAINTENANCE; *GUIDELINES; INSTRUCTIONAL MATERIALS; *INSTRUCTIONAL MEDIA; INSTRUCTIONAL TECHNOLOGY; *MEDIA SELECTION; MEDIA SPECIALISTS; ORGANIZATION; PERSONNEL NEEDS; PURCHASING

IDENTIFIER: DISTRICT MEDIA PROGRAMS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 90P.

ISSUE: RIEMAR72

THE IDEAL MEDIA SERVICE PROGRAM IS BASED UPON THE CONCEPT THAT SERVICES CAN BE RENDERED MOST EFFECTIVELY WHEN UNIFIED AND ADMINISTERED AS A SINGLE, COMPREHENSIVE PROGRAM. GUIDELINES FOR SUCH A PROGRAM ARE LAID DOWN IN THIS BOOK. SUGGESTIONS FOR ORGANIZING THE PROGRAM INCLUDE PLANNING MEDIA SERVICES, COORDINATING MEDIA WITH CURRICULUM AND STAFF DEVELOPMENT, AND SETTING UP POLICIES, PROCEDURES, STANDARDS, AND MEANS FOR EVALUATION. INSTRUCTIONS ARE GIVEN FOR CONDUCTING ALL ASPECTS OF A DISTRICT MEDIA PROGRAM, INCLUDING SELECTING INSTRUCTIONAL MATERIALS, PURCHASING EQUIPMENT, PROCESSING AND CATALOGING MATERIALS, PRODUCING MATERIALS LOCALLY, AND DISTRIBUTING MEDIA AND SERVICING EQUIPMENT. DUTIES OF EACH STAFF MEMBER ARE DETAILED. FACILITIES AND BUDGET FOR THE MEDIA PROGRAM ARE DESCRIBED. QUESTIONNAIRES FOR ASSESSING MEDIA NEEDS ARE PROVIDED IN AN APPENDIX. (JK)

AVAILABILITY: PENNSYLVANIA LEARNING RESOURCES ASSOCIATION, POST OFFICE BOX 498, DREXEL HILL, PENNSYLVANIA 19026 ($2.00)

INSTITUTION NAME: PENNSYLVANIA LEARNING RESOURCES ASSOCIATION, DREXEL HILL.; SERVICE PROJECT AND AREA RESEARCH CENTER, WEST CHESTER, PA.

ACCESSION NUMBERS: ED056220 VT014171

PUBLICATION DATE: JUN 70

TITLE: THE DETERMINATION OF A TECHNICAL CORE CURRICULUM FOR A TWO YEAR TECHNICAL PROGRAM IN BIO-MEDICAL ELECTRONICS.

PERSONAL AUTHOR: WELCH, WILLIAM G., SR.

INSTITUTION CODE: BBB05521

DESCRIPTOR: ADVISORY COMMITTEES; *BIOMEDICAL EQUIPMENT; COMPARATIVE ANALYSIS; *CORE CURRICULUM; CURRICULUM PLANNING; *EDUCATIONAL NEEDS; EDUCATIONAL RESEARCH; *ELECTRONIC TECHNICIANS; EQUIPMENT MAINTENANCE; OCCUPATIONAL INFORMATION; SURVEYS; *TECHNICAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$6.58

DESCRIPTIVE NOTE: 116P.

ISSUE: RIEFEB72

THE MAJOR CONCERNS OF THIS STUDY WERE TO DETERMINE THE EXTENT OF NEED FOR BIO-MEDICAL ELECTRONIC TECHNICIANS AND TO DETERMINE WHAT WOULD CONSTITUTE A FUNCTIONAL TECHNICAL CORE CURRICULUM FOR TRAINING TO FILL THAT NEED. FOLLOWING A REVIEW OF MEDICAL AND ELECTRONIC LITERATURE, A SURVEY INSTRUMENT WAS DEVELOPED AND SENT TO HOSPITALS, MANUFACTURERS, CLINICS, AND RESEARCH CENTERS IN THE BIO-MEDICAL FIELD. THE DATA WERE ANALYZED AND PRESENTED TO AN ADVISORY COMMITTEE WHICH ASSISTED IN THE DETERMINATION OF THE AREAS OF CONCENTRATION AND CURRICULUM. THE GREATEST NEED FOR BIO-MEDICAL ELECTRONIC TECHNICIANS WAS IN THE AREA OF MAINTAINING AND SERVICING, AND A LESSEE NEED WAS FOR ENGINEERING AIDS AND TECHNICIANS CAPABLE OF MODIFYING AND ADAPTING EQUIPMENT. IT WAS CONCLUDED THAT TO MEET THESE DEMANDS THE TECHNICIAN NEEDS AN IN-DEPTH KNOWLEDGE OF BASIC ELECTRONICS WITH ABILITIES TO READ AND INTERPRET SCHEMATIC DIAGRAMS. SUGGESTIONS FOR THE CURRICULUM INCLUDED EMPHASIS ON THE SERVICE AND MAINTENANCE OF EQUIPMENT, BUT NOT NEGLECTING MODIFICATION, ADAPTION, AND OPERATION. A PROPOSED 2-YEAR (SIX QUARTERS) PROGRAM WOULD CULMINATE IN AN ASSOCIATE OF SCIENCE DEGREE IN BIO-MEDICAL ELECTRONIC TECHNOLOGY. (AUTHOR/GEB)

AVAILABILITY: BOOKSTORE, WESTERN WISCONSIN TECHNICAL INSTITUTE, 6TH AND VINE STREET, LA CROSSE, WISCONSIN 54601 ($2.50; PLEASE PAY BY CHECK)

INSTITUTION NAME: WESTERN WISCONSIN TECHNICAL INST., LA CROSSE.

ACCESSION NUMBERS: ED055443 EM009291

PUBLICATION DATE: 1 JUL 71

TITLE: THE REPORT OF THE UNIVERSITY AD HOC COMMITTEE ON INSTRUCTIONAL MEDIA.

INSTITUTION CODE: QXM64200

DESCRIPTOR: AUDIOVISUAL AIDS; *AUDIOVISUAL CENTERS; AUDIOVISUAL DIRECTORS; COLLEGES; EDUCATIONAL FACILITIES; EQUIPMENT MAINTENANCE; EQUIPMENT UTILIZATION; *FACILITY INVENTORY; INSTRUCTIONAL IMPROVEMENT; INSTRUCTIONAL MATERIALS CENTERS; *INSTRUCTIONAL MEDIA; INSTRUCTIONAL TECHNOLOGY; *MEDIA SPECIALISTS; MEDIA TECHNOLOGY; SURVEYS; *UNIVERSITIES

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$3.29

DESCRIPTIVE NOTE: 67P.

ISSUE: RIEFEB72

THE UNIVERSITY OF NORTH CAROLINA AT GREENSBORO CHARGED A COMMITTEE WITH STUDYING THE NEEDS OF THE UNIVERSITY FOR SPECIAL INSTRUCTIONAL MEDIA, SURVEYING ITS EXISTING RESOURCES IN THIS AREA, AND RECOMMENDING A PLAN FOR COORDINATION OF USE OF INSTRUCTIONAL MEDIA. BY AND LARGE, DEPARTMENTS AGREED THAT MAINTENANCE OF EXISTING EQUIPMENT WAS AN IMMEDIATE PROBLEM. ALSO, FACULTY AND STUDENTS BASICALLY BELIEVED IN THE NEED FOR A CAMPUS FILM LIBRARY, READILY-AVAILABLE AUDIOVISUAL EQUIPMENT, AND TRAINING IN THE USE OF MEDIA. ALTHOUGH A CENTRAL FACILITY WAS THOUGHT DESIRABLE BY MANY, OTHERS FEARED THAT IT WOULD REDUCE ACCESSIBILITY AND PROMOTE BUREAUCRACY. THE COMMITTEE RECOMMENDED THAT A COORDINATING AGENCY FOR MEDIA SERVICES BE ESTABLISHED. ITS FUNCTIONS WOULD INCLUDE: COORDINATION OF MEDIA SERVICES, EQUIPMENT MAINTENANCE SERVICES, PROVISION OF HARDWARE/SOFTWARE COLLECTIONS, CONSULTANT SERVICES AND INSTRUCTIONAL DEVELOPMENT, PRODUCTION SERVICES, AND TELECOMMUNICATION SERVICES. THESE PROGRAMS WOULD BE IMPLEMENTED IN THREE PHASES. TENTATIVE BUDGETS AND SURVEY QUESTIONNAIRES ARE INCLUDED. (JK)

INSTITUTION NAME: NORTH CAROLINA UNIV., GREENSBORO.

ACCESSION NUMBERS: ED055235 VT014075

PUBLICATION DATE: 67

TITLE: FUNCTIONS OF INDUSTRY APPROACH TO CURRICULUM FOR VOCATIONAL EDUCATION.

PERSONAL AUTHOR: GLEASON, WILLIAM EARL

DESCRIPTOR: CONTENT ANALYSIS; *CURRICULUM DEVELOPMENT; DOCTORAL THESES; INDUSTRIAL EDUCATION; *INDUSTRIAL PERSONNEL; *JOB ANALYSIS; JOB TRAINING; *MANAGERIAL OCCUPATIONS; OCCUPATIONAL INFORMATION; *SERVICE OCCUPATIONS; STATISTICAL ANALYSIS; TAXONOMY; VOCATIONAL EDUCATION

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 127P.; PH.D. DISSERTATION, MICHIGAN STATE UNIVERSITY

ISSUE: RIEJAN72

THE PRIMARY PURPOSE OF THE STUDY WAS TO UTILIZE THE "FUNCTIONS" OF AN INDUSTRY, AS OPPOSED TO THE MORE TRADITIONAL USE OF THE "JOB TITLES," TO DEVELOP A CURRICULAR BASIS FOR EDUCATIONAL PROGRAMS TO MEET THE NEEDS OF POTENTIAL WORKERS IN AN INDUSTRY, WITH THE SCOPE OF THE STUDY LIMITED TO THE MANAGEMENT AND SERVICE FUNCTIONS. IN THE FIRST PHASE OF THE STUDY, INDUSTRY AND EDUCATION EXPERTS DEVELOPED A TAXONOMY FOR USE IN ANALYZING TECHNICAL AND PERSONAL-SOCIAL COMPETENCIES REQUIRED OF WORKERS IN THE INDUSTRY, WITH THE ACTIVITIES AND COMPETENCIES GROUPED BY RELATEDNESS TO TYPICAL CURRICULUM AREAS. THE SECOND PHASE, UTILIZING A JURY OF EXPERTS, INVOLVED REFINING AND VERIFYING THE VALIDITY AND APPROPRIATENESS OF THE CONTENT TO CURRICULUM DEVELOPMENT. THE STUDY REVEALED 75 ACTIVITIES AND 35 COMPETENCIES FOR THE MANAGEMENT FUNCTIONS AND 76 ACTIVITIES AND 31 COMPETENCIES FOR THE SERVICE FUNCTION. THESE WERE GROUPED UNDER 10 CURRICULUM AREAS, AND THE JURY RESPONSES INDICATED A HIGH DEGREE OF AGREEMENT FOR THE ACTIVITIES AND COMPETENCIES IDENTIFIED. THIS APPROACH WAS FOUND TO BE A WORKABLE CONCEPT FOR ANALYSIS OF AN INDUSTRY. (AUTHOR/GEB)

AVAILABILITY: UNIVERSITY MICROFILMS, INC., P.O. BOX 1764, ANN ARBOR, MICHIGAN 48106 (ORDER NO. 67-10,523; MF $4.00; XEROGRAPHY $10.00)

ACCESSION NUMBERS: ED053447 EA003618

PUBLICATION DATE: MAR 69

TITLE: PUBLIC SCHOOL SURVEY AND RECOMMENDATIONS.

INSTITUTION CODE: PB805277

DESCRIPTORS: *COST EFFECTIVENESS; DATA PROCESSING; *EDUCATIONAL ADMINISTRATION; EDUCATIONAL FINANCE; ELEMENTARY SCHOOLS; LIBRARY EQUIPMENT; LUNCH PROGRAMS; *NONINSTRUCTIONAL RESPONSIBILITY; PURCHASING; SCHOOL CONSTRUCTION; SCHOOL DISTRICTS; SCHOOL MAINTENANCE; *SCHOOL REDISTRICTING; SCHOOL SURVEYS; SECONDARY SCHOOLS; SPACE UTILIZATION; STUDENT TRANSPORTATION; SYSTEMS APPROACH

IDENTIFIER: *OREGON

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 78P.

ISSUE: RIEDEC71

THIS BOOK REPORTS THE RESULTS OF A SURVEY BY A TASK FORCE OF OREGON BUSINESS EXECUTIVES AND MANAGERS TO ANALYZE NONINSTRUCTIONAL AREAS OF ELEMENTARY AND SECONDARY EDUCATION IN OREGON. THE STUDY CENTERED ON THE FOLLOWING BUSINESS ASPECTS OF SCHOOL OPERATIONS: EXAMINATION OF OPERATIONAL AND ADMINISTRATIVE COSTS AND EVALUATION OF METHODS FOR THEIR CONTROL; IDENTIFICATION OF AREAS THAT OFFER THE GREATEST POTENTIAL FOR IMPROVEMENT AND RECOMMENDATION OF METHODS TO ASSURE MORE VALUE PER TAX DOLLAR DEVOTED TO EDUCATION; AND SUGGESTION OF LONGRANGE GUIDELINES FOR EVALUATION AND CONTROL OF FUTURE ADMINISTRATIVE PROCEDURES. (JF)

AVAILABILITY: OREGON BOARD OF EDUCATION, BUSINESS OFFICE, 942 LANCASTER DRIVE, N.E., SALEM, OREGON 97310 ($1.00)

INSTITUTION NAME: BUSINESS TASK FORCE ON EDUCATION, INC., PORTLAND, OREG.

ACCESSION NUMBERS: ED053438 EA003530

PUBLICATION DATE: 15 SEP 70

TITLE: INDEPTH STUDY FOR FREELAND COMMUNITY SCHOOLS. TITLE OF PROPOSED STUDY "STAY" (START TEACHING ALL YEAR). STUDY CONDUCTED DURING THE 1969-1970 SCHOOL YEAR.

INSTITUTION CODE: BBB05276

SPONSORING AGENCY CODE: BBB00223

DESCRIPTOR: ADMINISTRATIVE PERSONNEL; AIR CONDITIONING; BUS TRANSPORTATION; COURSE EVALUATION; *CURRICULUM GUIDES; DEMOGRAPHY; EDUCATIONAL FINANCE; *FEASIBILITY STUDIES; INSTRUCTIONAL STAFF; PARAPROFESSIONAL SCHOOL PERSONNEL; SCHOOL MAINTENANCE; *TRIMESTER SCHEDULES; *YEAR ROUND SCHOOLS

IDENTIFIER: *FREELAND COMMUNITY SCHOOLS MICHIGAN; START TEACHING ALL YEAR; STAY

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$16.45

DESCRIPTIVE NOTE: 401P.

ISSUE: RIEDEC71

THE "STAY" PROGRAM IS A FEASIBILITY STUDY OF A PROPOSED TRIMESTER YEAR-ROUND SCHOOL PROGRAM REQUIRING THAT TWO-THIRDS OF THE STUDENTS BE IN ATTENDANCE AT ANY ONE TIME. THIS STUDY IS INTENDED AS A TECHNICAL GUIDE FOR THOSE SCHOOL ADMINISTRATORS AND BOARD MEMBERS WHO PLAN TO EXPERIMENT WITH, OR THOSE WHO HAVE INSTALLED, YEAR-ROUND PROGRAMS. THE REPORT CONTAINS CURRICULUM OUTLINES BY COURSE TITLE FOR EACH GRADE LEVEL K-12, WITH OBJECTIVES, CONTENT, AND EVALUATION MEASURES. OTHER MATERIAL INCLUDES INFORMATION ABOUT TEACHER SALARIES, PROGRAM SCHEDULES, AND VACATIONS; DESCRIPTIONS OF MAINTENANCE AND AUXILIARY STAFF JOBS; DEMOGRAPHIC CHARACTERISTICS OF THE DISTRICT POPULATION; AND ESTIMATED EXPENDITURES OF THE PROPOSED PROGRAM. (FLOOR PLANS ON PAGES 333, 334, 347-352, 386, 387, AND THE PHOTOGRAPH ON PAGE 385 MAY REPRODUCE POORLY.) (AUTHOR/MLF)

INSTITUTION NAME: FREELAND COMMUNITY SCHOOLS, MICH.

SPONSORING AGENCY NAME: MICHIGAN STATE DEPT. OF EDUCATION, LANSING.

ACCESSION NUMBERS: ED053202 VT013076

PUBLICATION DATE: DEC 70

TITLE: DEVELOPMENT OF A TRAINING PROGRAM AND JOB AIDS FOR MAINTENANCE OF ELECTRONIC COMMUNICATION EQUIPMENT.

PERSONAL AUTHOR: GEBHARD, RICHARD M.

INSTITUTION CODE: BBB03375

SPONSORING AGENCY CODE: BBB01814

DESCRIPTOR: *AUTOINSTRUCTIONAL AIDS; COMMUNICATIONS; *ELECTRONIC EQUIPMENT; *EQUIPMENT MAINTENANCE; EVALUATION; *EXPERIMENTAL PROGRAMS; INSTRUCTIONAL IMPROVEMENT; JOB TRAINING; MILITARY TRAINING; TRADE AND INDUSTRIAL EDUCATION; *TRAINING TECHNIQUES

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$3.29

DESCRIPTIVE NOTE: 82P.

ISSUE: RIENOV71

THE OBJECTIVE OF THIS RESEARCH WAS TO DEVELOP AND EVALUATE METHODS FOR PRODUCING TRAINING PROGRAMS AND JOB SUPPORTS FOR SIGNAL CORPS ELECTRONIC REPAIRMEN. THE RATIONALE FOR THIS STUDY WAS: (1) IDENTIFICATION OF SPECIFIC TASKS IS VITAL TO EFFECTIVE TRAINING, (2) THE DECISION-MAKING FUNCTION IS CRITICAL, (3) IT IS POSSIBLE TO CONSTRUCT JOB AIDS AND TRAINING WHICH WILL ALLOW THE REPAIRMAN TO RELY PRIMARILY ON THE DECISION-MAKING MECHANISM OF IDENTIFICATION, AND (4) TROUBLESHOOTING INFORMATION CAN BE SEPARATED FOR STORAGE IN A JOB AID OR IN THE INDIVIDUAL. AN ANALYSIS OF EXISTING ELECTRONIC COMMUNICATION EQUIPMENT WAS CONDUCTED, THEN THE INFORMATION WAS PLACED IN JOB AIDS AND USED TO DEVELOP A TRAINING PROGRAM. THE COURSE WAS DEVELOPED FOR 420 ACADEMIC HOURS AS COMPARED TO THE STANDARD OF 856 HOURS FOR THE CONVENTIONAL COURSE. AFTER 22 HOURS OF TESTING OVER A 6-DAY PERIOD, IT WAS CONCLUDED THAT THERE WAS NO SIGNIFICANT DIFFERENCE BETWEEN THE TWO GROUPS AND THAT THE TRAINING AND JOB AIDS PROVIDE AN EFFECTIVE PROGRAM METHOD. (GEB)

REPORT NUMBER: TR-70-19

INSTITUTION NAME: HUMAN RESOURCES RESEARCH ORGANIZATION, ALEXANDRIA, VA.

SPONSORING AGENCY NAME: OFFICE OF THE CHIEF OF RESEARCH AND DEVELOPMENT (ARMY), WASHINGTON, D.C.

ACCESSION NUMBERS: ED052518 EA003541

PROGRAM AREA: 80

PUBLICATION DATE: 71

TITLE: THE NATIONAL SCHOOL FOOD SERVICE AND NUTRITION EDUCATION FINANCE PROJECT.

PERSONAL AUTHOR: GARVUE, ROBERT J.

INSTITUTION CODE: BBB03017

SPONSORING AGENCY CODE: RM066000

DESCRIPTOR: BREAKFAST PROGRAMS; COSTS; *EDUCATIONAL FINANCE; EDUCATIONAL NEEDS; EDUCATIONAL OBJECTIVES; *EDUCATIONAL PLANNING; EDUCATIONAL RESEARCH; FEDERAL AID; *FOOD SERVICE; *FOOD SERVICE INDUSTRY; FOOD SERVICE OCCUPATIONS; LUNCH PROGRAMS; NUTRITION; NUTRITION INSTRUCTION; *PROGRAM COSTS; SCHOOLS; STATE AID

IDENTIFIER: ELEMENTARY SECONDARY EDUCATION ACT TITLE V; ESEA TITLE V

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 52P.; CHAPTER 8 OF EA 003 538 SEE ABOVE

ISSUE: RIENOV71

THE OBJECTIVES OF THIS NEEP SATELLITE STUDY WERE TO PROJECT THE TOTAL SCHOOL FOOD SERVICE AND NUTRITION EDUCATION NEEDS TO 1980, AND TO DEVELOP ALTERNATIVE FISCAL MODELS TO MEET THESE NEEDS. DATA FROM QUESTIONNAIRES MAILED TO ALL STATES REVEALED THAT NUMEROUS DEFICIENCIES EXIST IN FOOD SERVICE PROGRAMS AND NUTRITION EDUCATION. THIS SITUATION IS APPARENTLY RELATED TO THE LACK OF WIDE ACCEPTANCE AND SUPPORT OF NATIONAL AND STATE GOALS FOR CHILD NUTRITION PROGRAMS. THE PROJECTED STUDENT ENROLLMENT FOR 1980 IS 53 MILLION WITH LUNCH COSTS ESTIMATED AT 6 BILLION DOLLARS. RELATED DOCUMENTS ARE EA 003 538, EA 003 539, EA 003 540, EA 003 542, AND EA 003 543. FUNDS FOR THIS RESEARCH WERE PROVIDED BY AN ESEA TITLE V GRANT. (RA)

AVAILABILITY: NOT SEPARATELY. ONLY AS PART OF COMPLETE PUBLICATION: PLANNING TO FINANCE EDUCATION, VOL. 3, EA 003 538 (EDRS, MF$0.65; HC$16.45)

INSTITUTION NAME: NATIONAL EDUCATIONAL FINANCE PROJECT, GAINSVILLE, FLA.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED052406 AC010394

TITLE: CLEANER IN HALL OF RESIDENCE

INSTITUTION CODE: BBB03698

DESCRIPTOR: *CURRICULUM GUIDES; *EDUCATIONAL PROGRAMS; *SERVICE WORKERS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 36P.

ISSUE: RIENOV71

THIS SYLLABUS IS INTENDED FOR THE USE OF TRAINING PERSONNEL IN DRAWING UP TRAINING PROGRAMS FOR CLEANERS IN HALLS OF RESIDENCE. ITS MAIN OBJECTIVE IS TO PRODUCE FULLY TRAINED CLEANERS, THEREBY MAINTAINING AND RAISING STANDARDS. THE SYLLABUS IS DIVIDED INTO THREE SECTIONS: INTRODUCTION TO HOUSEKEEPING EMPLOYEES, AND TASKS PERFORMED BY THE MAJORITY OF CLEANERS THREE SECTIONS: INTRODUCTION TO HOUSEKEEPING, BASIC TASKS PERFORMED BY THE MAJORITY OF HOUSEKEEPING EMPLOYEES, AND TASKS PERFORMED BY THE MAJORITY OF CLEANERS IN HALLS OF RESIDENCE. (CK)

AVAILABILITY: HOTEL AND CATERING INDUSTRY TRAINING BOARD, PO BOX 18,RAMSEY HOUSE, CENTRAL SQUARE, WEMBLEY, MIDDLESEX, ENGLAND (NO PRICE QUOTED)

INSTITUTION NAME: HOTEL AND CATERING INDUSTRY TRAINING BOARD, WEMBLEY (ENGLAND).

ACCESSION NUMBERS: ED051815 JC710189

PUBLICATION DATE: MAY 71

TITLE: A "CAREER LADDER" APPROACH TO JUNIOR COLLEGE CURRICULUM.

PERSONAL AUTHOR: SCHRUPP, HAROLD A.

DESCRIPTOR: AGRICULTURAL OCCUPATIONS; BEHAVIORAL OBJECTIVES; *CAREER LADDERS; CAREER PLANNING; CURRICULUM DEVELOPMENT; HEALTH OCCUPATIONS; JOB ANALYSIS; *JUNIOR COLLEGES; *MANPOWER DEVELOPMENT; *OCCUPATIONAL MOBILITY; OFFICE OCCUPATIONS; SEMISKILLED OCCUPATIONS; SERVICE OCCUPATIONS; TECHNICAL OCCUPATIONS; VOCATIONAL DEVELOPMENT; *VOCATIONAL EDUCATION

IDENTIFIER: CALIFORNIA

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$3.29

DESCRIPTIVE NOTE: 30P.; SEMINAR PAPER

ISSUE: RIEOCT71

MORE ATTENTION SHOULD BE PAID TO THE BUILDING OF CAREER GUIDANCE AND CAREER CURRICULUM PROGRAMS WITH EXIT POINTS THAT ENABLE THE STUDENT TO SEEK EMPLOYMENT AT ANY TIME IN AN ENTRY LEVEL POSITION AND/OR TO CONTINUE HIS EDUCATION. SOME OF THE BEST "CAREER LADDER" PROGRAMS ARE THE FEDERALLY SPONSORED NEW CAREER PROGRAMS. A NUMBER OF THE CALIFORNIA JUNIOR COLLEGES INVOLVED IN THIS PROGRAM ARE LISTED AND THE DETAILS OF THEIR PROGRAMS DISCUSSED. THE FOLLOWING GUIDELINES ARE GIVEN FOR CONSTRUCTION OF A "CAREER LADDER" CURRICULUM: (1) IDENTIFY SPECIFIC TITLES OF JOBS THAT ARE AVAILABLE; (2) APPLY A JOB ANALYSIS TO THE OCCUPATION; (3) ORGANIZE THE CURRICULUM TO REFLECT SPECIFIC BEHAVIORAL OBJECTIVES; (4) DEVELOP EVALUATION CRITERIA; AND (5) DEVELOP THE CURRICULUM. EXAMPLES OF PROGRAMS WITH RELATED EMPLOYMENT POSSIBILITIES ARE LISTED FOR: HUMAN SERVICES, MUNICIPAL SERVICES, ACCOUNTING, AGRONOMY, AEROSPACE DRAFTING TECHNOLOGY, AGRI-BUSINESS, AIR TRANSPORTATION-COMMERCIAL PILOT, AIR TRANSPORTATION GENERAL, ARCHITECTURAL TECHNOLOGY, CIVIL TECHNOLOGY, ENVIRONMENTAL SCIENCE TECHNOLOGY, MARINE LABORATORY TECHNICIAN OPTION, JOURNALISM, AND INDUSTRIAL DRAFTING. (CA)

ACCESSION NUMBERS: ED050541 EC032426

PUBLICATION DATE: MAY 71

TITLE: PREPARING THE MENTALLY RETARDED IN THE AREAS OF FOOD PREPARATION AND SERVICE.

PERSONAL AUTHOR: MATTSON, BRUCE D.; AND OTHERS

INSTITUTION CODE: BBB05048

SPONSORING AGENCY CODE: XPT87150

DESCRIPTOR: CURRICULUM DESIGN; *EDUCABLE MENTALLY HANDICAPPED; *EXCEPTIONAL CHILD EDUCATION; *FOOD SERVICE WORKERS; MENTALLY HANDICAPPED; *PROGRAM DESIGN; PROGRAM PROPOSALS; *VOCATIONAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$6.58

DESCRIPTIVE NOTE: 114P.

ISSUE: RIESEP71

THE REPORT OF A PROJECT FOR PLANNING A TRAINING PROGRAM FOR THE MENTALLY RETARDED IN THE AREAS OF FOOD PREPARATION AND SERVICE SUMMARIZES ACTIVITIES OF THE PLANNING PROJECT AND MAKES RECOMMENDATIONS FOR POSSIBLE IMPLEMENTATION. THE TRAINING PROGRAM IS DESIGNED FOR EDUCABLE MENTALLY RETARDED YOUTH WHO WOULD BENEFIT FROM SPECIFIC VOCATIONAL EDUCATION PROGRAMS AT THE HIGH SCHOOL LEVEL. THE NEED FOR THIS TRAINING PROGRAM AND EMPLOYMENT PROJECTIONS ARE PRESENTED. ASPECTS OF THE TRAINING PROGRAM WHICH ARE DISCUSSED AND FOR WHICH RECOMMENDATIONS ARE MADE INCLUDE STAFFING NEEDS (QUALIFICATIONS, SOURCES OF PERSONNEL, TEACHER/STUDENT RATIO), STUDENT SELECTION CRITERIA AND PROCEDURES, THE TRAINING SETTING AND EQUIPMENT NEEDED, AND AREAS OF SPECIALIZATION TO BE EMP HASIZED. BEHAVIORAL OBJECTIVES AND CURRICULUM CONTENT RECOMMENDATIONS ARE MADE, INCLUDING SUGGESTED TEACHING UNITS, OBJECTIVES, TRAINING ACTIVITIES AND RESOURCE S, AND EVALUATION TECHNIQUES FOR 10 SPECIFIC CURRICULUM AREAS. ALSO COVERED ARE POSSIBLE RELATIONSHIPS WITH OTHER SCHOOL PROGRAMS AND PERSONNEL, AND WITH REHABILITATION AGENCIES AND TRADE ORGANIZATIONS. A SUGGESTED BUDGET, TOTALING $44,250, FOR THE INITIAL YEAR OF A DEMONSTRATION PROJECT FOR TRAINING MENTALLY RETARDED STUDENTS ACCORDING TO THESE PLANS AND RECOMMENDATIONS IS INCLUDED. (KW)

INSTITUTION NAME: TEXAS TECH UNIV., LUBBOCK. DEPT. OF SPECIAL EDUCATION.

SPONSORING AGENCY NAME: TEXAS EDUCATION AGENCY, AUSTIN.

ACCESSION NUMBERS: ED048432 VT006695

PUBLICATION DATE: JAN 68

TITLE: A UNIT OF LEARNING ABOUT HOMEMAKER-HOME HEALTH AIDE SERVICE. TEACHER'S SOURCE BOOK.

INSTITUTION CODE: BBB01829; BBB02118

DESCRIPTOR: ANNOTATED BIBLIOGRAPHIES; *COMPANIONS (OCCUPATION); EDUCATIONAL OBJECTIVES; *HEALTH OCCUPATIONS EDUCATION; *HOME HEALTH AIDES; LEARNING ACTIVITIES; RESOURCE UNITS; SERVICE OCCUPATIONS; SUBPROFESSIONALS; *TEACHING GUIDES; TEACHING METHODS; *UNIT PLAN

EDRS PRICE: EDRS PRICE MF-$0.65 HC NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 146P.

ISSUE: RIEJUN71

PREPARED BY AN ADVISORY COMMITTEE COMPOSED OF MEMBERS OF THE NATIONAL COUNCIL FOR HOMEMAKER SERVICES, THE COUNCIL ON SOCIAL WORK EDUCATION, THE NATIONAL STUDY SERVICE, AND SPECIALISTS IN SOCIAL WORK, THIS TEACHING UNIT HAS BEEN COMPILED TO AID TEACHERS IN HELPING STUDENTS LEARN ABOUT THE HOMEMAKER-HOME HEALTH AIDE SERVICE. INCLUDED IN THE UNIT ARE: (1) A DESCRIPTION OF THE HOMEMAKER-HOME HEALTH AIDE SERVICE, (2) EDUCATIONAL OBJECTIVES, (3) SUGGESTED CONTENT OUTLINE, (4) TEACHING-LEARNING METHODS AND EXPERIENCES, INCLUDING 13 SELECTED STUDY ARTICLES ALONG WITH ILLUSTRATED MATERIALS AND HOW TO USE THEM, (5) MAJOR SOURCES OF INFORMATION, AND (6) AN ANNOTATED BIBLIOGRAPHY. (SB)

REPORT NUMBER: 68-340-75

AVAILABILITY: COUNCIL ON SOCIAL WORK EDUCATION, 345 EAST 46TH STREET, NEW YORK, N.Y. 10017 ($3.00)

INSTITUTION NAME: COUNCIL ON SOCIAL WORK EDUCATION, NEW YORK, N.Y.; NATIONAL COUNCIL FOR HOMEMAKER SERVICES, NEW YORK, N.Y.

ACCESSION NUMBERS: ED047180 AA000673

PUBLICATION DATE: 6 APR 70

TITLE: ADMINISTRATIVE PROCEDURES FOR THE FORT LINCOLN SCHOOLS. FORT LINCOLN NEW TOWN EDUCATION SYSTEM.

INSTITUTION CODE: EGK27863

SPONSORING AGENCY CODE: EGK22275

DESCRIPTOR: *ADMINISTRATIVE POLICY; *FLEXIBLE SCHEDULING; FOOD SERVICE; MAINTENANCE; *MANUALS; *RECORDKEEPING; SCHOOL ACCOUNTING; STUDENTS; *URBAN RENEWAL

IDENTIFIER: *FORT LINCOLN NEW TOWN (FLNT)

EDRS PRICE: EDRS PRICE MF-$0.65 HC-$6.58

DESCRIPTIVE NOTE: 151P.

ISSUE: RIEJUN71

THIS IS AN OPERATING MANUAL FOR ADMINISTRATION OF THE EDUCATIONAL PROGRAM TO BE USED BY THE STAFF OF THE FORT LINCOLN FIRST FACILITY. IT DETAILS SPECIFICATIONS REGARDING INFORMATION FLOW, STORAGE, OUTPUT, TIME CYCLES, STAFFING PROVISIONS, AUTHORITY AND RESPONSIBILITY PROVISIONS. AN EFFORT HAS BEEN MADE TO INCLUDE THOSE ELEMENTS CRITICAL TO INSTALLING A FLEXIBLE SYSTEM, AND WHICH WILL PERMIT THE GROWTH OF POLICIES AND PROCEDURES WHICH WILL SERVE THE PARTICULAR NEEDS OF THE FORT LINCOLN SCHOOLS. THE AREAS COVERED INCLUDE REGISTRATION, ATTENDANCE, SAFETY, AND TRANSPORTATION OF STUDENTS; BUILDING MAINTENANCE; FOOD SERVICES; PERSONNEL RECORDS AND PAYROLL; STAFF SCHEDULING; PROCUREMENT, AND ACCOUNTING SYSTEM. (FOR RELATED DOCUMENTS SEE ED 047 171 THROUGH ED 047 188.) (DAS)

INSTITUTION NAME: GENERAL LEARNING CORP., WASHINGTON, D.C.

SPONSORING AGENCY NAME: DISTRICT OF COLUMBIA PUBLIC SCHOOLS, WASHINGTON, D.C.

ACCESSION NUMBERS: ED045820 VT011989

PUBLICATION DATE: DEC 70

TITLE: REVIEW AND ANALYSIS OF CURRICULA FOR OCCUPATIONS IN FOOD PROCESSING AND DISTRIBUTION. INFORMATION SERIES NO. 32.

PERSONAL AUTHOR: LEWIS, WILEY B.

INSTITUTION CODE: RUE67355

SPONSORING AGENCY CODE: RM066000

DESCRIPTOR: BIBLIOGRAPHIES; *CURRICULUM DEVELOPMENT; EDUCATIONAL PLANNING; EDUCATIONAL RESEARCH; *FOOD; FOOD PROCESSING OCCUPATIONS; FOOD SERVICE OCCUPATIONS; JOB TRAINING; *MARKETING; *RESEARCH REVIEWS (PUBLICATIONS); SYSTEMS APPROACH; *VOCATIONAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.05

DESCRIPTIVE NOTE: 39P.

ISSUE: RIEAPR71

A REVIEW AND ANALYSIS OF EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) PUBLICATIONS AND NON-ERIC PUBLICATIONS WAS MADE TO ASSESS AVAILABILITY AND IDENTIFY MAJOR FINDINGS, PROMISING DEVELOPMENTS, STRATEGIES, AND METHODOLOGICAL STRENGTHS AND WEAKNESSES WHICH EXIST IN CURRICULA DESIGNED FOR PREPARING FOOD INDUSTRY WORKERS. PROJECT NATIONAL FIGURES AND TRENDS REVEAL THAT THERE IS A NEED FOR EDUCATIONAL PROGRAMS TO PREPARE STUDENTS TO ENTER FOOD SERVING, MARKETING, AND PROCESSING OCCUPATIONS. HOWEVER, DATA CONCERNING PERSONNEL NEEDS IN A SPECIFIC EMPLOYMENT AREA SHOULD BE USED TO DETERMINE IF THERE IS A NEED FOR THESE PROGRAMS. WHILE A NUMBER OF CURRICULA ARE AVAILABLE TO PREPARE STUDENTS FOR A SINGLE OCCUPATION OR A CLUSTER OF OCCUPATIONS, IMPROVEMENTS ARE NEEDED AND CHANGES WILL BE NECESSARY. CURRICULA SHOULD BE DEVELOPED AND EVALUATED THROUGH AN EDUCATIONAL PLANNING SYSTEM COMPOSED OF OCCUPATIONAL ANALYSIS, PROGRAM PLANNING, PROGRAM DEVELOPMENT AND TESTING, AND DOCUMENTATION AND DISSEMINATION OF RESULTS. TO PROVIDE AND TRAIN THE NECESSARY WORKERS, IMPROVED COUNSELING AND RECRUITING MATERIALS ARE NEEDED. THE BIBLIOGRAPHY INCLUDES ERIC AVAILABILITY AND ORDERING INFORMATION FOR MICROFICHE AND HARD COPY REPRODUCTION. (SB)

AVAILABILITY: THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, 1900 KENNY ROAD, COLUMBUS, OHIO 43210

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED045813 VT011932

PUBLICATION DATE: NOV 70

TITLE: REVIEW AND ANALYSIS OF CURRICULA FOR OCCUPATIONS IN PUBLIC SERVICES. INFORMATION SERIES NO. 29.

PERSONAL AUTHOR: LEWIS, WILEY R.

INSTITUTION CODE: RUE67355

SPONSORING AGENCY CODE: RM066000

DESCRIPTOR: BIBLIOGRAPHIES; *CURRICULUM DEVELOPMENT; CURRICULUM EVALUATION; CURRICULUM PLANNING; EDUCATIONAL NEEDS; EMPLOYMENT QUALIFICATIONS; FIRE FIGHTERS; GOVERNMENT EMPLOYEES; JOB SKILLS; POLICE; PROBATION OFFICERS; *RESEARCH REVIEWS (PUBLICATIONS); *SERVICE OCCUPATIONS; SOCIAL WORKERS; SUBPROFESSIONALS; SYSTEMS ANALYSIS; *VOCATIONAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.05

DESCRIPTIVE NOTE: 39P.

ISSUE: RIEAPR71

TO IDENTIFY MAJOR FINDINGS, PROMISING DEVELOPMENTS, STRATEGIES, AND METHODOLOGICAL STRENGTHS AND WEAKNESSES WHICH EXIST IN CURRICULA DESIGNED FOR TRAINING PARAPROFESSIONAL PUBLIC SERVICE WORKERS IN THE FIELDS OF EDUCATION, SOCIAL WORK, LAW ENFORCEMENT, AND FIRE FIGHTING, A REVIEW AND ANALYSIS WAS MADE OF EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) PUBLICATIONS AND NON-ERIC PUBLICATIONS. TO CORRECT AN IMBALANCE OF TOO MANY LOW SKILLED WORKERS AND TOO FEW SKILLED WORKERS, EDUCATIONAL PROGRAMS BASED ON OCCUPATIONAL ANALYSIS AND STUDENT NEEDS SHOULD BE DEVISED TO PREPARE LOW SKILLED WORKERS FOR AVAILABLE OCCUPATIONS. BASED ON PROJECTED EMPLOYMENT OPPORTUNITIES, PRIMARY CONSIDERATION SHOULD BE GIVEN TO PROGRAMS IN SOCIAL WORK AND LAW ENFORCEMENT AND THEN EDUCATION AND FIREFIGHTING. WHILE CURRICULA AND CURRICULUM MATERIALS ARE AVAILABLE FOR THE FOUR FIELDS, IMPROVEMENTS ARE NEEDED AND CHANGES WILL BE NECESSARY. TO ACCOMPLISH THIS, CURRICULA SHOULD BE DEVELOPED AND EVALUATED THROUGH AN EDUCATIONAL PLANNING SYSTEM WHICH INVOLVES OCCUPATIONAL ANALYSIS, PROGRAM PLANNING, PROGRAM DEVELOPMENT AND TESTING, AND DOCUMENTATION AND DISSEMINATION OF RESULTS. OTHER IMPROVEMENTS WILL ALSO BE NEEDED IN THE AREAS OF COUNSELING, RECRUITING STUDENTS, AND EXPANDING PRESENT PROGRAMS. (SB)

AVAILABILITY: THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, 1900 KENNY ROAD, COLUMBUS, OHIO 43210

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED044874 EC030843

PROGRAM AREA: 24

PUBLICATION DATE: 1 JUL 69

TITLE: THE DEVELOPMENT OF A PROJECT FOR EDUCABLE MENTALLY RETARDED CHILDREN TO RECEIVE VOCATIONAL TRAINING IN FOOD SERVICE. FINAL REPORT.

PERSONAL AUTHOR: STEFFENBERG, MARY L.

INSTITUTION CODE: BBB04398

SPONSORING AGENCY CODE: RM066004

DESCRIPTOR: CURRICULUM; *EDUCABLE MENTALLY HANDICAPPED; *EDUCATIONAL PROGRAMS; *EXCEPTIONAL CHILD RESEARCH; *FOOD SERVICE WORKERS; JUNIOR HIGH SCHOOL STUDENTS; MENTALLY HANDICAPPED; PROGRAM DESCRIPTIONS; *VOCATIONAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.15

DESCRIPTIVE NOTE: 41P.

ISSUE: RIEAPR71

A FOOD SERVICE LABORATORY PROJECT WAS INITIATED AT A JUNIOR HIGH SCHOOL FOR THE TRAINING, PARTICIPATION, AND OBSERVATION OF EDUCABLE MENTALLY RETARDED (EMR) STUDENTS. THIRTY EMRS PARTICIPATED IN THE VOCATIONAL TRAINING PROGRAM, THE ACADEMIC PORTION OF WHICH WAS WORK-ORIENTED AND CLOSELY RELATED TO THE WORK IN THE FOOD SERVICE LABORATORY. STUDENTS, AFTER TRAINING, WERE PLACED IN JOBS IN A SCHOOL-WORK EXPERIENCE PROGRAM. COMMUNITY SUPPORT WAS ELICITED, PLACEMENT OPPORTUNITIES DEVELOPED, AND THE 14-17 YEAR OLD STUDENTS PLACED IN JOBS, IN WHICH SOME LIMITED SUCCESS WAS NOTED. INCLUDED ARE CURRICULUM GUIDES DEVELOPED, EQUIPMENT SPECIFICATIONS, SCALES AND FORMS USED. PROGRESS WAS NOTED IN IN-SCHOOL RETENTION RATE, BASIC SKILL SUBJECTS, AND GROWTH AND MATURITY OF STUDENTS. RECOMMENDATIONS FOR FURTHER PROGRAM IMPROVEMENT ARE MADE. (KW)

GRANT NUMBER: OEG-0-8-080043-3707(010)

BUREAU NUMBER: BR-8-B-043

INSTITUTION NAME: BRANDYWINE SPRINGS JUNIOR HIGH SCHOOL, WILMINGTON, DEL.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.

ACCESSION NUMBERS: ED044613 AC008773

PUBLICATION DATE: 70

TITLE: TRAINING AND CONTINUING EDUCATION: A HANDBOOK FOR HEALTH CARE INSTITUTIONS.

INSTITUTION CODE: JIM32260

SPONSORING AGENCY CODE: BB800430

DESCRIPTOR: AUDIOVISUAL AIDS; CASE STUDIES (EDUCATION); DISCIPLINE PROBLEMS; *EDUCATIONAL NEEDS; FOOD SERVICE WORKERS; *HOSPITAL PERSONNEL; HOSPITALS; *INSERVICE EDUCATION; INTERVIEWS; MATERIAL DEVELOPMENT; NURSES AIDES; *PROGRAM DEVELOPMENT; PROGRAM EVALUATION; STAFF IMPROVEMENT; SUPERVISORY TRAINING; *TEACHING GUIDES

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 261P.

ISSUE: RIEAPR71

THIS BASIC HANDBOOK FOR PERSONNEL DEVELOPMENT THROUGH TRAINING AND CONTINUING EDUCATION WITHIN HEALTH CARE INSTITUTIONS DESCRIBES THE TECHNIQUES INVOLVED IN DEVELOPING PROGRAMS, FROM NEEDS DETERMINATION TO EVALUATION. IT COVERS HOW TO MAKE A SKILL INVENTORY AND A SURVEY OF LEARNING NEEDS; HOW TO STATE LEARNING OBJECTIVES; HOW TO DESIGN A SPECIFIC SUPERVISORY DEVELOPMENT PROGRAM IN A RESPRESENTATIVE HOSPITAL SITUATION; HOW TO PREPARE THE INSTRUCTOR'S GUIDE (WITH A DETAILED PLAN FOR PROGRAM SESSION); HOW TO USE TEACHING TOOLS, SUCH AS PUZZLES, RATING SCALES, AND GAMES; HOW TO USE THE CASE STUDY, ROLE PLAY, AND IN-BASKET EXERCISE; AND HOW TO PRODUCE AND USE VARIOUS TYPES OF AUDIOVISUAL MEDIA. THERE IS DISCUSSION OF BOTH ENTRANCE AND EXIT INTERVIEWS AND HANDLING DISCIPLINARY SITUATIONS. A SPECIAL SECTION IS INCLUDED ON THE TRAINING OF NURSES' AIDES AND THE WORK OF FOOD SERVICE PERSONNEL, WARD CLERKS, AND HOUSEKEEPERS IS ANALYZED. NUMEROUS ILLUSTRATIONS, CHECKLISTS, EXERCISES, AND CASE STUDIES ARE INCLUDED; EACH CHAPTER HAS A LIST OF READINGS; AND THERE IS A BIBLIOGRAPHY AND AN INDEX. (ER)

AVAILABILITY: HOSPITAL RESEARCH AND EDUCATIONAL TRUST, 840 NORTH LAKE SHORE DRIVE, CHICAGO, ILLINOIS 60611

INSTITUTION NAME: HOSPITAL RESEARCH AND EDUCATIONAL TRUST, CHICAGO, ILL.

SPONSORING AGENCY NAME: KELLOGG FOUNDATION, BATTLE CREEK, MICH.

ACCESSION NUMBERS: ED043213 EM008236

PUBLICATION DATE: SEP 69

TITLE: TOP-MAN-X: A MANAGEMENT SIMULATION FOR INSTRUCTION IN TOTAL PROGRAMMING AND THE BASE ENGINEER AUTOMATED MANAGEMENT SYSTEM (BEAMS). FINAL REPORT.

PERSONAL AUTHOR: KIBBEE, JOEL M.; VICKMAN, LEON

INSTITUTION CODE: BBB04100

SPONSORING AGENCY CODE: BBB02917

DESCRIPTOR: MAINTENANCE; MANAGEMENT EDUCATION; *MANAGEMENT GAMES; *MILITARY AIR FACILITIES; PERSONNEL MANAGEMENT; PROGRAMING; *SIMULATION; TEACHING METHODS; TRAINING TECHNIQUES

IDENTIFIER: TOP MAN X; TOTAL PROGRAMMING

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 58P.

ISSUE: RIEFEB71

TOP-MAN-X, A MANAGEMENT GAME, IS USED TO ASSIST IN THE INSTRUCTION OF UNITED STATES AIR FORCE (USAF) PERSONNEL IN TOTAL PROGRAMING. TOTAL PROGRAMING IS A USAF DEVELOPED SET OF CONCEPTS AND PROCEDURES FOR THE OPTIMUM ALLOCATION OF RESOURCES TO THE OPERATION AND MAINTENANCE OF REAL PROPERTY FACILITIES ON AN AIR FORCE BASE. TOP-MAN-X IS A MANUAL "SUITCASE" MANAGEMENT GAME. THE REPORT INCLUDES A SHORT INTRODUCTION TO TOTAL PROGRAMING, A DISCUSSION OF TOP-MAN-X AND THE VARIOUS STEPS IN ITS DEVELOPMENT, AND CONCLUDES WITH SOME REMARKS ON THE AUTOMATION OF BOTH TOP-MAN-X AND TOTAL PROGRAMING. A LIST OF REFERENCES IS APPENDED. (AUTHOR)

AVAILABILITY: CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VA. 22151 (AD-704 892, MF $.65, HC $3.00)

INSTITUTION NAME: TECHNICAL COMMUNICATIONS, INC., LOS ANGELES, CALIF.

SPONSORING AGENCY NAME: AIR FORCE HUMAN RESOURCES LAB., WRIGHT-PATTERSON AFB, OHIO.

ACCESSION NUMBERS: ED041171 VT011529

PROGRAM AREA: 08

PUBLICATION DATE: 69

TITLE: DRY CLEANING, COURSE DESCRIPTION.

PERSONAL AUTHOR: BRISCOE, ALBERT J.; ANDERSON, FLOYD L.

INSTITUTION CODE: BBB01528

SPONSORING AGENCY CODE: BM066004

DESCRIPTOR: ANNOTATED BIBLIOGRAPHIES; COURSE DESCRIPTIONS; COURSE OBJECTIVES; *CURRICULUM GUIDES; *DISADVANTAGED YOUTH; DROPOUT PROGRAMS; EDUCATIONAL INNOVATION; INDIVIDUALIZED INSTRUCTION; MOTIVATION TECHNIQUES; OUT OF SCHOOL YOUTH; *SERVICE OCCUPATIONS; TEACHING TECHNIQUES; *UNEMPLOYED; *VOCATIONAL EDUCATION

IDENTIFIER: *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.05

DESCRIPTIVE NOTE: 39P.

ISSUE: RIENOV70

THIS COURSE DESCRIPTION WAS DEVELOPED BY EDUCATORS FOR USE AT THE WORK OPPORTUNITY CENTER WHICH WAS ESTABLISHED TO TEACH HIGH SCHOOL DROPOUTS AND/OR HARD-CORE UNEMPLOYED YOUTH. THE ULTIMATE OBJECTIVES OF THIS COURSE ARE TO PREPARE STUDENTS FOR EMPLOYMENT IN DRY CLEANING OCCUPATIONS AND TO ASSIST THEM IN COMPLETING THEIR HIGH SCHOOL GRADUATION REQUIREMENTS. INSTRUCTION IN MARKING, INVOICING, AND CUSTOMER SERVICE IS ON AN INDIVIDUALIZED BASIS CONDUCTED IN AN INNOVATIVE ATMOSPHERE OF "LEARNING BY DOING." INCLUDED IN THIS COURSE DESCRIPTION ARE A PROGRAM EVALUATION, AN ANNOTATED BIBLIOGRAPHY, TEACHING TECHNIQUES AND MATERIALS, AND CASE STUDIES. RELATED MATERIALS ARE AVAILABLE AS VT 011 518-VT 011 533 IN THIS ISSUE. (JS)

GRANT NUMBER: OEG-3-6-000383-0848

BUREAU NUMBER: BR-5-0187

INSTITUTION NAME: MINNEAPOLIS PUBLIC SCHOOLS, MINN. WORK OPPORTUNITY CENTER.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.

ACCESSION NUMBERS: ED041164 VT011522

PROGRAM AREA: 08

PUBLICATION DATE: 69

TITLE: FOOD PREPARATION AND SERVICE, COURSE DESCRIPTION.

PERSONAL AUTHOR: WHITE, THOMAS C.; ANDERSON, FLOYD L.

INSTITUTION CODE: BBB01528

SPONSORING AGENCY CODE: RMQ66004

DESCRIPTOR: ANNOTATED BIBLIOGRAPHIES; CASE STUDIES; COURSE DESCRIPTIONS; COURSE OBJECTIVES; *CURRICULUM GUIDES; *DISADVANTAGED YOUTH; *DROPOUT REHABILITATION; *FOOD SERVICE OCCUPATIONS; FOODS INSTRUCTION; MOTIVATION TECHNIQUES; *OCCUPATIONAL HOME ECONOMICS; OUT OF SCHOOL YOUTH; TEACHING TECHNIQUES; UNEMPLOYED; WORK ATTITUDES

IDENTIFIER: *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.95

DESCRIPTIVE NOTE: 37P.

ISSUE: RIENOV70

PREPARED BY AN INSTRUCTOR AND CURRICULUM DEVELOPMENT SPECIALIST OF THE MINNESOTA WORK OPPORTUNITY CENTER, THIS COURSE IS DESIGNED TO HELP DROPOUT AND/OR HARD-CORE UNEMPLOYED YOUTH DEVELOP KNOWLEDGE AND SKILLS NEEDED FOR FOOD SERVICE OCCUPATIONS. ORIGINALLY, STUDENTS WERE ALLOWED TO ENTER TRAINING AT ANY TIME AND FOR ANY BLOCK OF TIME, BUT THIS RESULTED IN TOO MANY PART-TIME STUDENTS. A NEW PROGRAM WAS DEVELOPED FOR FULL-TIME STUDENTS WHICH INCLUDES CLASSROOM INSTRUCTION AND KITCHEN EXPERIENCES. IN THE KITCHEN, THE STUDENT BEGINS AT THE ENTRY LEVEL AND GRADUALLY PROGRESSES THROUGH A SERIES OF TASKS UNTIL HE BECOMES THE SUPERVISOR FOR A WEEK. AT THE END OF THE PROGRAM, STUDENTS ARE QUALIFIED FOR THE POSITION OF SALAD WORKER, SHORT ORDER COOK, COOK'S HELPER, KITCHEN WORKER, BAKER'S HELPER, AND WAITRESS OR WAITER. INSTRUCTIONAL TOPICS ARE SOUPS AND SAUCES, VEGETABLES, MEATS, SALADS, DESSERTS AND BAKERY ITEMS, AND BUFFET AND CUSTOMER SERVICE. AN ANNOTATED BIBLIOGRAPHY IS INCLUDED, AND BRIEF DESCRIPTIONS OF THE CENTER'S INSTRUCTIONAL AREAS, A LISTING OF TEACHING TECHNIQUES AND MOTIVATION DEVICES, AND CASE STUDIES ARE APPENDED. RELATED MATERIALS ARE AVAILABLE AS VT 011 518-VT 011 533 IN THIS ISSUE. (SR)

GRANT NUMBER: OEG-3-6-000383-0848

BUREAU NUMBER: BR-5-0187

INSTITUTION NAME: MINNEAPOLIS PUBLIC SCHOOLS, MINN. WORK OPPORTUNITY CENTER.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.

ACCESSION NUMBERS: ED041162 VT011520

PROGRAM AREA: 08

PUBLICATION DATE: 69

TITLE: SERVICE STATION ATTENDANT AND LIGHT AUTOMOTIVE MAINTENANCE, COURSE DESCRIPTION.

PERSONAL AUTHOR: CLIFFORD, JACK W.; AND OTHERS

INSTITUTION CODE: BBB01528

SPONSORING AGENCY CODE: BM066004

DESCRIPTOR: ANNOTATED BIBLIOGRAPHIES; ATTENDANTS; AUTO MECHANICS; COURSE DESCRIPTIONS; COURSE OBJECTIVES; *CURRICULUM GUIDES; *DISADVANTAGED YOUTH; DROPOUT PROGRAMS; *DROPOUT REHABILITATION; SERVICE EDUCATION; *SERVICE OCCUPATIONS; TEACHING TECHNIQUES; *TRADE AND INDUSTRIAL EDUCATION

IDENTIFIER: *ELEMENTARY SECONDARY EDUCATION ACT TITLE III; ESEA TITLE III

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.95

DESCRIPTIVE NOTE: 37P.

ISSUE: RIENOV70

PREPARED BY INSTRUCTORS AND CURRICULUM SPECIALISTS, THIS COURSE OF STUDY WAS DESIGNED TO MEET THE INDIVIDUAL NEEDS OF THE DROPOUT AND/OR HARD-CORE UNEMPLOYED YOUTH BY PROVIDING TRAINING AS A SERVICE STATION ATTENDANT AND LIGHT AUTOMOTIVE MAINTENANCE MECHANIC. THE ACHIEVEMENT LEVEL OF EACH STUDENT IS DETERMINED AT ENTRY, AND SMALL INSTRUCTIONAL UNITS ARE USED TO PROVIDE CONTINUING POSITIVE REINFORCEMENT TO MINIMIZE FRUSTRATION. TRAINING IN THIS AREA IS CONDUCTED IN A PUBLIC SERVICE STATION OPERATED BY THE WORK OPPORTUNITY CENTER. INSTRUCTION IS PROVIDED IN DRIVEWAY SALES, LUBRICATION ENGINE TUNE-UP, BRAKE WORK, AND OTHER REPAIR AND MAINTENANCE TASKS SHORT OF MAJOR OVERHAUL OR BODY WORK. STUDENTS MAY RECEIVE SUCH RELATED INSTRUCTION AS MATHEMATICS, SALES, ACCOUNTING, AND COMMUNICATIONS AT THE CENTER IN ADDITION TO THE RELATED UNITS TAUGHT AT THE STATION. BRIEF DESCRIPTIONS OF OTHER INSTRUCTIONAL AREAS, TEACHING TECHNIQUES, MATERIAL UTILIZATION, MOTIVATIONAL DEVICES, AND CASE STUDIES ARE APPENDED. RELATED MATERIALS ARE AVAILABLE AS VT 011 518-VT 011 533 IN THIS ISSUE. (GR)

GRANT NUMBER: OEG-3-6-000383-0848

BUREAU NUMBER: BR-5-0187

INSTITUTION NAME: MINNEAPOLIS PUBLIC SCHOOLS, MINN. WORK OPPORTUNITY CENTER.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.

ACCESSION NUMBERS: ED040512 EA002939

PROGRAM AREA: 24

PUBLICATION DATE: MAY 70

TITLE: A REVIEW OF RELATED LITERATURE TO ISSUES AND PROBLEMS IN ELEMENTARY SCHOOL ADMINISTRATION. SUPPLEMENTARY REPORT.

PERSONAL AUTHOR: BECKER, GERALD; AND OTHERS

INSTITUTION CODE: BBB02591

SPONSORING AGENCY CODE: RM066004

DESCRIPTOR: *ADMINISTRATIVE PROBLEMS; *ADMINISTRATOR ROLE; BIBLIOGRAPHIES; COLLECTIVE NEGOTIATION; CULTURAL DIFFERENCES; CURRICULUM DEVELOPMENT; *ELEMENTARY SCHOOLS; INDIVIDUAL DIFFERENCES; INSTRUCTIONAL PROGRAMS; LEADERSHIP; *LITERATURE REVIEWS; MAINTENANCE; ORGANIZATIONAL CLIMATE; PERSONNEL POLICY; PUBLIC RELATIONS; SOCIAL ENVIRONMENT; STUDENT SCHOOL RELATIONSHIP; TEACHER MILITANCY

EDRS PRICE: EDRS PRICE MF-$0.75 HC-$7.00

DESCRIPTIVE NOTE: 138P.

ISSUE: RIENOV70

THIS DOCUMENT IS A REVIEW OF CURRENT LITERATURE ON THE ADMINISTRATION OF ELEMENTARY SCHOOLS AND ON THE ROLES ELEMENTARY SCHOOL PRINCIPALS PLAY IN RELATING TO THE ISSUES AND PROBLEMS OF THEIR SCHOOLS. IT IS PART OF A LARGER STUDY ON PROBLEMS CONFRONTING ELEMENTARY SCHOOL PRINCIPALS (EA 002 923). THE LITERATURE IS CLASSIFIED INTO SIX PROBLEM AREAS AS OUTLINED IN THE MAIN BODY OF THE STUDY: (1) SCHOOL AND SOCIETY, (2) PUPIL PERSONNEL, (3) INSTRUCTIONAL PROGRAM, (4) ADMINISTRATIVE LEADERSHIP, (5) ORGANIZATIONAL TEXTURE, AND (6) FINANCES AND FACILITIES. A 270-ENTRY BIBLIOGRAPHY IS APPENDED. (DE)

GRANT NUMBER: OEG-9-8-080428-0142

BUREAU NUMBER: BR-8-0428

INSTITUTION NAME: OREGON STATE UNIV., CORVALLIS. CENTER F. EDUCATIONAL RESEARCH AND SERVICE.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.

ACCESSION NUMBERS: ED040355 AC008151

PUBLICATION DATE: 69

TITLE: SANITARY FOOD SERVICE; INSTRUCTOR'S GUIDE TO BE USED IN TRAINING FOOD-SERVICE PERSONNEL.

INSTITUTION CODE: BBB03786

DESCRIPTOR: BIBLIOGRAPHIES; DISEASE CONTROL; DISHWASHING; *FOOD SERVICE WORKERS; HYGIENE; INSTRUCTIONAL AIDS; *LESSON PLANS; PERIODICALS; PROGRAM PLANNING; *SANITATION; *TEACHING GUIDES; TEACHING TECHNIQUES; *TRAINING; TRANSFER OF TRAINING

EDRS PRICE: EDRS PRICE MF-$0.50 HC NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 127P.; 1969 REVISION

ISSUE: RIENOV70

INSTRUCTORS OF CIVILIAN AND/OR MILITARY FOOD SERVICE EMPLOYEES ARE GIVEN SUGGESTIONS FOR THE FLEXIBLE USE OF THIS GUIDE, THEN RECEIVE MORE DETAILED GUIDELINES FOR GROUPING TRAINEES, MANAGING CLASSES, PLANNING LESSONS, AND ADAPTING THE FOOD SERVICE COURSE TO VARIOUS GROUPS AND TEACHING SITUATIONS. SPECIFIC CONTENT (PRINCIPLES TO BE TAUGHT) AND LESSON PLANS ARE OUTLINED ON THE FOOD SERVICE INDUSTRY AND TRAINING NEEDS; MICROBIOLOGY AND FOODBORNE DISEASE; METHODS OF PREVENTING FOODBORNE DISEASE; PERSONAL HYGIENE, SELF-PROTECTION, AND SALESMANSHIP (SERVICE TO PATRONS); PROPER METHODS OF WASHING AND SANITIZING UTENSILS AND EQUIPMENT; INSECT AND RODENT CONTROL; HOUSEKEEPING AND WASTE CONTROL PRACTICES; AND FOLLOWUP TRAINING, INCLUDING APPLICATION OF WHAT HAS BEEN LEARNED. APPENDIXES COVER TRAINING PRINCIPLES AND TECHNIQUES, INSTRUCTIONAL AIDS AND THEIR USE, AND STEPS IN ORGANIZING AND PROMOTING A FOOD SERVICE EMPLOYEE TRAINING PROGRAM, FOLLOWED BY A BIBLIOGRAPHY AND A LIST OF PERIODICALS. (AUTHOR/LY)

AVAILABILITY: SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (0-351-152, $1.50)

INSTITUTION NAME: PUBLIC HEALTH SERVICE (DHEW) CINCINNATI, OHIO. CONSUMER PROTECTION AND ENVIRONMENTAL HEALTH SERVICE.

ACCESSION NUMBERS: ED039809 FL001760

PUBLICATION DATE: APR 69

TITLE: MAINTAINING INTERPRETER PROFICIENCY IN A COMPUTERIZED FACILITY. EXPERIMENT I: PROGRAMMING AND FEEDBACK METHOD.

PERSONAL AUTHOR: ROOT, ROBERT T.; AND OTHERS

INSTITUTION CODE: BBB02253

SPONSORING AGENCY CODE: EGK05810

DESCRIPTOR: *COMPUTER ASSISTED INSTRUCTION; COMPUTER PROGRAMS; *INTERPRETERS; *INTERPRETIVE SKILLS; *LANGUAGE INSTRUCTION; LANGUAGE SKILLS; *MAINTENANCE; MODERN LANGUAGES; SPEECH SKILLS; TRANSLATION; VERBAL COMMUNICATION

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 37P.

ISSUE: RIEOCT70

THIS DOCUMENT REPORTS ON A STUDY OF THE USEFULNESS AND FEASIBILITY OF COMPUTER-ASSISTED INSTRUCTION, UTILIZING THE EQUIPMENT TO BE FOUND WITHIN AN ADVANCED COMPUTER-BASED IMAGE INTERPRETATION FACILITY, FOR THE MAINTENANCE AND IMPROVEMENT OF INTERPRETER SKILLS. PROGRAM PROCEDURE, FINDINGS, AND POSSIBILITIES FOR THE UTILIZATION OF FINDINGS ARE DETAILED. EXTENSIVE USE IS MADE OF TABLES AND FIGURES. (AUTHOR)

REPORT NUMBER: DAC-49-092-ARO-142; TR-209

AVAILABILITY: CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VA. 22151 (AD-694 349, HC $3.00, MF $0.65)

INSTITUTION NAME: HRB-SINGER, INC., STATE COLLEGE, PA.

SPONSORING AGENCY NAME: ARMY BEHAVIORAL SCIENCE RESEARCH LABS., ARLINGTON, VA.

ACCESSION NUMBERS: ED039474 AC008047

PUBLICATION DATE: JUN 69

TITLE: LEARNER-CENTERED INSTRUCTION (LCI). VOLUME 6. COURSE METHODOLOGY AND ADMINISTRATION.

PERSONAL AUTHOR: PIEPER, WILLIAM J.; AND OTHERS

INSTITUTION CODE: SYN03130

DESCRIPTOR: ACADEMIC PERFORMANCE; APTITUDE; BIBLIOGRAPHIES; ENLISTED MEN; *EQUIPMENT MAINTENANCE; *EVALUATION; *EXPERIMENTAL CURRICULUM; INSTRUCTIONAL AIDS; INSTRUCTIONAL STAFF; LESSON PLANS; *MILITARY TRAINING; PROGRAM COSTS; *PROGRAMED INSTRUCTION; PROGRAMED TEXTS; SIMULATION

IDENTIFIER: UNITED STATES AIR FORCE

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 50P.

ISSUE: RIEOCT70

A "LEARNER CENTERED INSTRUCTION" COURSE WAS DEVELOPED FOR AFSC 322X1P (F-111A WEAPONS CONTROL SYSTEM) TECHNICIANS, TO BE ADMINISTERED BY AIR FORCE INSTRUCTORS. THE COURSE WAS DESIGNED TO TEACH REQUIRED JOB BEHAVIORS TO STUDENTS OF HIGH (90-95) AND MEDIUM (60-75) AIRMAN QUALIFYING EXAMINATION ELECTRONICS APTITUDES, AT A COST SIGNIFICANTLY LOWER THAN THAT OF PRESENT APPROACHES. (THE DOCUMENT INCLUDES 11 TABLES, 13 FIGURES, AND 16 REFERENCES.) (AUTHOR/LY)

AVAILABILITY: CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VIRGINIA 22151 (AD-702-521, MF $0.65, HC $3.00)

INSTITUTION NAME: APPLIED SCIENCE ASSOCIATES, INC., VALENCIA, PA.

ACCESSION NUMBERS: ED039464 AC008014

PUBLICATION DATE: 70

TITLE: NEW CAREERS AND ADULT EDUCATION.

PERSONAL AUTHOR: ROSEN, SUMNER M.

INSTITUTION CODE: BBB00094

DESCRIPTOR: EDUCATIONAL CHANGE; HUMAN RESOURCES; MEDICINE; NURSING; *PERSONNEL NEEDS; *SERVICE OCCUPATIONS; TEACHING; *URBAN IMMIGRATION

IDENTIFIER: *NEW CAREERS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.90

DESCRIPTIVE NOTE: 16P.

ISSUE: RIEOCT70

THERE IS A DIFFERENCE BETWEEN THE PAST AND THE PRESENT NEEDS OF THE IMMIGRANTS TO AMERICA'S URBAN AREAS; THEREFORE THE PROVISION OF RELEVANT PROGRAMS IS TIED TO THE AWARENESS OF EXISTING CONDITIONS. INDUSTRY HAS MOVED TO THE SUBURBS AND THERE HAS BEEN AN INCREASE IN SERVICE-ORIENTED OCCUPATIONS. TO MEET THE CHALLENGE POSED BY THE CHANGES, WE NEED TO DEVELOP A STRATEGY OF LOOKING AT THE SERVICE ITSELF, AT ITS FUNCTIONS, AND ASKING HOW TO DESIGN, CREATE, AND PROVIDE A MORE MEANINGFUL, HUMANE SYSTEM OF EDUCATION, HEALTH, AND SOCIAL SERVICES. THE RECALL OF RETIRED TEACHERS AND OTHER PROFESSIONALS IS NOT THE SOLUTION. THE WRITER ADVOCATES INTEGRATION SO THAT AT EVERY LEVEL THAT A HUMAN BEING FUNCTIONS IN A HUMAN SERVICE AGENCY, HIS TRAINING OR EDUCATION ENABLES HIM TO FUNCTION ADEQUATELY AND COMPETENTLY. WITH THIS IN MIND, NURSES' AIDES WHO ARE GIVEN ADDITIONAL RESPONSIBILITY WHEN THE PROFESSIONAL NURSES ARE ABSENT NEED MORE TRAINING. FURTHERMORE, SHORTAGES CAN BE MET BY RECRUITMENT OF TEACHERS' AND NURSES' AIDES FROM A VAST RESERVOIR OF MOTIVATED, INTERESTED INDIVIDUALS IN THE CITY. (NL)

INSTITUTION NAME: NEW YORK UNIV., N.Y. NEW CAREERS DEVELOPMENT CENTER.

ACCESSION NUMBERS: ED039411 AC006712

PUBLICATION DATE: JUN 69

TITLE: MAINTENANCE RESEARCH. REPORT 6. MAINTENANCE TRAINING.

INSTITUTION CODE: BBB03703

DESCRIPTOR: AUDIOVISUAL INSTRUCTION; EDUCATIONAL NEEDS; GROUP DISCUSSION; LECTURE; *MAINTENANCE; PROGRAM CONTENT; PROGRAMED INSTRUCTION; RESEARCH; *ROAD CONSTRUCTION; *SUPERVISORY TRAINING; *TEACHING TECHNIQUES; WORKSHOPS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: RIP.; MAINTENANCE RESEARCH PROJECT 1965-69

ISSUE: RIEOCT70

THE MAIN OBJECTIVE OF THE TRAINING RESEARCH PHASE OF THE MAINTENANCE MANAGEMENT STUDY WAS TO DEVELOP AND TEST TRAINING METHODS SUITABLE FOR HIGHWAY MAINTENANCE SUPERVISORS. SUPERVISORS WERE TRAINED BY ONE OF FIVE DIFFERENT METHODS (LECTURE, GROUP DISCUSSION, PROGRAMED INSTRUCTION, PROGRAMED WORKSHOPS, AUDIOVISUAL INSTRUCTION). THE REPORT DOCUMENTS THE TRAINING PROCEDURE, INCLUDING TRAINING MATERIALS, PROCEDURES, AND TESTS USED. RESULTS ARE ANALYZED AND EVALUATED. THE RESEARCH CONCLUSIONS, AND RECOMMENDATIONS ON DEVELOPING A TOTAL TRAINING PROGRAM FOR MAINTENANCE PERSONNEL, ARE SET FORTH, ALONG WITH THE CURRENT STATUS OF TRAINING IN CONNECTION WITH THE MAINTENANCE MANAGEMENT STUDY. (AUTHOR/LY)

AVAILABILITY: CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VA. 22151 (PB-188-295, MF $0.65, HC $3.00)

INSTITUTION NAME: LOUISIANA STATE DEPT. OF HIGHWAYS, BATON ROUGE.

ACCESSION NUMBERS: ED039339 VT010874

PUBLICATION DATE: 69

TITLE: HOME ECONOMICS EDUCATION AT THE SECONDARY LEVEL: A CURRICULUM MODEL (WITH EMPHASIS ON THE OCCUPATIONAL ASPECT).

PERSONAL AUTHOR: SIMPSON, ELIZABETH JANE

INSTITUTION CODE: JIM35250

SPONSORING AGENCY CODE: JIM34725

DESCRIPTOR: CHILD CARE OCCUPATIONS; *CURRICULUM GUIDES; FOOD SERVICE OCCUPATIONS; *HOME ECONOMICS EDUCATION; *OCCUPATIONAL HOME ECONOMICS; *PREVOCATIONAL EDUCATION; SECONDARY GRADES; SERVICE OCCUPATIONS; WORK EXPERIENCE PROGRAMS

IDENTIFIER: CLOTHING RELATED OCCUPATIONS

EDRS PRICE: EDRS PRICE MF-$1.25 HC-$13.60

DESCRIPTIVE NOTE: 270P.

ISSUE: RIESEP70

TO RELATE THE THREE MAJOR ASPECTS OF THE HOME ECONOMICS PROGRAM AT THE SECONDARY LEVEL, A CURRICULUM MODEL CONSISTING OF EDUCATION FOR HOMEMAKING AND FAMILY LIFE, EDUCATION FOR EMPLOYMENT UTILIZING HOME ECONOMICS KNOWLEDGE AND SKILLS, AND PRE-PROFESSIONAL EDUCATION WAS DEVELOPED BY THE DIRECTOR OF THE DEPARTMENT OF VOCATIONAL AND TECHNICAL EDUCATION AND BUREAU OF EDUCATIONAL RESEARCH, UNIVERSITY OF ILLINOIS. A SCOPE AND SEQUENCE CHART AND COURSE OUTLINE FOR GRADES 7-12 ARE GIVEN FOR ALL THREE ASPECTS OF THE CURRICULUM MODEL. DETAILED PLANS FOR A SEQUENCE OF PREVOCATIONAL UNITS, WHICH WERE FIELD TESTED AT THE 7TH, 8TH, AND 10TH-GRADE LEVELS AND REVISED, CONTAIN OBJECTIVES, GENERALIZATIONS, CONTENT, LEARNING EXPERIENCES, TEACHING AIDS, MEANS OF EVALUATION, AND REFERENCES. ALSO INCLUDED ARE CURRICULUM GUIDES FOR 11TH AND 12TH GRADE OCCUPATIONALLY ORIENTED CLASSES. OBJECTIVES, GENERALIZATIONS, CONTENT, LEARNING EXPERIENCES, TEACHING AIDS, MEANS OF EVALUATION, AND REFERENCES ARE PROVIDED FOR COURSES IN CHILD CARE AS WELL AS FOOD AND CLOTHING SERVICES. (SB)

INSTITUTION NAME: ILLINOIS UNIV., URBANA. COLL. OF EDUCATION.

SPONSORING AGENCY NAME: ILLINOIS STATE BOARD OF VOCATIONAL EDUCATION AND REHABILITATION, SPRINGFIELD.

ACCESSION NUMBERS: ED038645 AL002393

PUBLICATION DATE: 70

TITLE: INSTRUCTOR'S CURRICULUM GUIDE; BUILDING SERVICES PERSONNEL.

INSTITUTION CODE: BBB00136

SPONSORING AGENCY CODE: EGK45110

DESCRIPTOR: AUDIOLINGUAL METHODS; CLEANING; *CURRICULUM GUIDES; *ENGLISH (SECOND LANGUAGE); *INSTRUCTIONAL MATERIALS; MAINTENANCE; *PUERTO RICANS; *UNSKILLED OCCUPATIONS

IDENTIFIER: *BASIC OCCUPATIONAL LANGUAGE TRAINING; BOLT

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 83P.

ISSUE: RIESEP70

THE BASIC OCCUPATIONAL LANGUAGE TRAINING PROGRAM (B.O.L.T.), A PROJECT OF THE PUERTO RICAN FORUM, INC., IS FUNDED BY THE U.S. DEPARTMENT OF LABOR, AND HAS BEEN IN OPERATION SINCE SEPTEMBER 1967. IT HAS TAUGHT ENGLISH TO PUERTO RICAN AND OTHER SPANISH-SPEAKING WORKERS EMPLOYED IN BANKS, FACTORIES, HOSPITALS, HOUSING PROJECTS, COMMUNITY AGENCIES, AND OTHER ORGANIZATIONS IN METROPOLITAN NEW YORK CITY. B.O.L.T. ATTEMPTS TO INCREASE THE UPWARD JOB MOBILITY OF THESE WORKERS BY TACKLING THEIR MAJOR HANDICAP, LACK OF ENGLISH. THIS CURRICULUM GUIDE, BASED ON AN AUDIOLINGUAL METHOD OF LANGUAGE TRAINING, CONSISTS OF 20 LESSONS REPRESENTING 50-100 HOURS OF CLASSROOM INSTRUCTION INCLUDING STRUCTURED "SHOP TALK," VISITS BY THE SUPERVISORS, TOURS OF THE JOB SITES, ACTUAL ON-THE-JOB SESSIONS EMPHASIZING THE VOCABULARY AND/OR STRUCTURES RELATED TO A PARTICULAR JOB SKILL, AND POST COURSE TESTING. DIRECTED TO HOSPITAL BUILDING SERVICES PERSONNEL, THE MATERIALS IN THIS GUIDE MAY BE ADAPTED TO SUIT OTHER JOB AREAS BY CHANGING PERTINENT VOCABULARY AND READING MATERIALS. OTHER GUIDES IN THE OCCUPATIONAL AREAS OF OFFICE SKILLS, COMMUNITY ACTION WORKERS, FACTORY WORKERS, HOUSING PROJECT CARETAKERS, DIETARY SERVICE PERSONNEL, HOUSEWIVES, AND BANK STOCK-TRANSFER BOOKKEEPERS ARE FORTHCOMING. (AMM)

AVAILABILITY: PUERTO RICAN FORUM, INC., 156 FIFTH AVENUE, NEW YORK, N.Y. 10010

INSTITUTION NAME: PUERTO RICAN FORUM, INC., NEW YORK, N.Y.

SPONSORING AGENCY NAME: MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C.

ACCESSION NUMBERS: ED038532 VT010857

PUBLICATION DATE: DEC 69

TITLE: A SIMULATED INSTRUCTIONAL MODEL FOR EDUCATING MENTALLY RETARDED STUDENTS FOR EMPLOYMENT IN THE HOTEL-MOTEL INDUSTRY.

PERSONAL AUTHOR: MCCOWAN, RICHARD J.; MONGERSON, M. DUANE

INSTITUTION CODE: QPX83438

SPONSORING AGENCY CODE: BBB00227

DESCRIPTOR: CURRICULUM RESEARCH; *EDUCABLE MENTALLY HANDICAPPED; HOTELS; *INSTRUCTIONAL PROGRAMS; *MAIDS; *PROGRAM DESCRIPTIONS; PROGRAM PLANNING; SERVICE OCCUPATIONS; SIMULATED ENVIRONMENT; SIMULATION; SYSTEMS ANALYSIS; TEACHING TECHNIQUES; TRAINABLE MENTALLY HANDICAPPED; *VOCATIONAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.95

DESCRIPTIVE NOTE: 37P.

ISSUE: RIEAUG70

DEVELOPED BY THE CAMPUS LABORATORY SCHOOL OF THE STATE COLLEGE AT BUFFALO, THIS PROGRAM DESCRIPTION PROPOSES A SIMULATED WORK ENVIRONMENT WHICH COULD BE USED TO TRAIN EDUCABLE AND TRAINABLE RETARDATES FOR HOTEL/MOTEL AIDES MORE EFFECTIVELY AND ECONOMICALLY THAN ON-THE-JOB TRAINING OR CLASSROOM LECTURE INSTRUCTION. THE PROPOSED METHOD OF INSTRUCTION IS ONE OF USING SIMULATION TECHNIQUES, INCLUDING GAMING, IN-BASKET, AND MECHANICAL AND MULTI-MEDIA. A CONCEPTUALIZATION OF THE LEARNING PROCESS IS EXPRESSED IN A CURRICULUM MODEL WHICH EMPHASIZES A SYSTEMS ANALYSIS APPROACH AND CONSISTS OF BEHAVIORALLY-BASED LEARNING EXPERIENCES. THE PROGRAM CONTAINS 18 TRAINING MODULES EACH LASTING 60 MINUTES AND CONSISTING OF ONE VIDEO TAPE, SUPPORTING INSTRUCTIONAL MATERIALS, AND A SIMULATED WORK ENVIRONMENT FOR THE STUDENT. ALSO DISCUSSED IS THE USE OF THE CRITICAL PATH METHOD IN PLANNING AND EVALUATING A CURRICULUM RESEARCH PROGRAM. REFERENCES ARE INCLUDED, AND SAMPLE COURSE UNITS ARE APPENDED. THESE PROCEDURES COULD BE USED AS A GENERALIZABLE CURRICULUM MODEL WITH OTHER GROUPS IN A VARIETY OF ACADEMIC AND VOCATIONAL AREAS. (SB)

INSTITUTION NAME: STATE UNIV. OF NEW YORK, BUFFALO. COLL. AT BUFFALO.

SPONSORING AGENCY NAME: NEW YORK STATE EDUCATION DEPT., ALBANY. BUREAU OF OCCUPATIONAL EDUCATION RESEARCH

ACCESSION NUMBERS: ED038503 VT010326

PUBLICATION DATE: 69

TITLE: HEAVY CONSTRUCTION EQUIPMENT MECHANIC; A SUGGESTED GUIDE FOR A TRAINING COURSE.

INSTITUTION CODE: RMQ66017

DESCRIPTOR: CURRICULUM GUIDES; *EQUIPMENT MAINTENANCE; *MACHINE REPAIRMEN; MECHANICS (PROCESS); *PROGRAM GUIDES; SKILLED OCCUPATIONS; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

IDENTIFIER: *HEAVY CONSTRUCTION EQUIPMENT MECHANIC

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.60

DESCRIPTIVE NOTE: 50P.

ISSUE: RIEAUG70

PREPARED BY A TECHNICAL WRITER FOR THE DIVISION OF MANPOWER DEVELOPMENT AND TRAINING, THIS GUIDE IS INTENDED TO AID INSTRUCTORS, SUPERVISORS, AND ADMINISTRATORS OF VOCATIONAL EDUCATION AND MANPOWER TRAINING PROGRAMS IN ESTABLISHING TRAINING PROGRAMS FOR MECHANICS AND TECHNICIANS ENTERING THE OCCUPATION OF SERVICING HEAVY CONSTRUCTION EQUIPMENT. THE CONTENT PROVIDES SUGGESTED COURSE OUTLINES, TEACHER QUALIFICATIONS, STUDENT PREREQUISITES, TIME ALLOCATION, INSTRUCTIONAL MATERIAL, TEACHING SUGGESTIONS, AND METHODOLOGY, AS WELL AS INFORMATION REGARDING EMPLOYMENT OPPORTUNITIES AND CAREER PROGRESSION. THE 26 COURSE UNITS OUTLINED INCLUDE: (1) HAND AND POWER TOOL ORIENTATION, (2) ENGINES AND ENGINE SYSTEMS, (3) PRINCIPLES OF HYDRAULICS, (4) AUTOMATIC TRANSMISSIONS, (5) BATTERIES AND FUNDAMENTALS OF ELECTRICITY, (6) WELDING FUNDAMENTALS, (7) AIR CONDITIONING, (8) INDUSTRIAL AIR COMPRESSORS, (9) INDUSTRIAL AND LABOR RELATIONS, AND (10) SHOP ECONOMICS AND WORK RELATIONSHIPS. A BIBLIOGRAPHY, REFERENCES, FILMS, GLOSSARY OF TERMS, SUGGESTED SHOP LAYOUT, AND SUGGESTED LIST OF EQUIPMENT, TOOLS, AND TRAINING AIDS ALSO ARE GIVEN. (AW)

REPORT NUMBER: OE-87044

AVAILABILITY: SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS5.287:87044, $.50)

INSTITUTION NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF MANPOWER DEVELOPMENT AND TRAINING.

ACCESSION NUMBERS: ED037695 AC006840

PUBLICATION DATE: NOV 69

TITLE: AN ANALYSIS OF SKILL REQUIREMENTS FOR OPERATORS OF AMPHIBIOUS AIR CUSHION VEHICLES (ACVS).

PERSONAL AUTHOR: MCKNIGHT, A. JAMES; AND OTHERS

INSTITUTION CODE: YUB28045

DESCRIPTOR: ELECTROMECHANICAL AIDS; ENLISTED MEN; ENVIRONMENTAL INFLUENCES; EQUIPMENT MAINTENANCE; EVALUATION; GROUP INSTRUCTION; *JOB ANALYSIS; *MILITARY TRAINING; *MOTOR VEHICLES; *OPERATING ENGINEERING; RESEARCH; *SIMULATION; TASK PERFORMANCE

IDENTIFIER: UNITED STATES ARMY

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 59P.

ISSUE: RIEAUG70

THIS REPORT DESCRIBES THE SKILLS REQUIRED IN THE OPERATION OF AN AMPHIBIOUS AIR CUSHION VEHICLE (ACV) IN ARMY TACTICAL AND LOGISTIC MISSIONS. THE RESEARCH INVOLVED ANALYZING ACV CHARACTERISTICS, OPERATING REQUIREMENTS, ENVIRONMENTAL EFFECTS, AND RESULTS OF A SIMULATION EXPERIMENT. THE ANALYSIS INDICATES THAT ACV OPERATION IS COMPLICATED BY AN INHERENTLY SLOW VEHICLE RESPONSE IN CERTAIN CONTROL DIMENSIONS, A NEED FOR COMPLEX CONTROL COORDINATIONS IN PERFORMING CERTAIN NECESSARY MANEUVERS, AND THE ACV'S SENSITIVITY TO VARIOUS ASPECTS OF THE NATURAL AND MAN-MADE ENVIRONMENT. THE ACV ALSO POSES UNIQUE REQUIREMENTS FOR NAVIGATION, MAINTENANCE, AND COLLISION AVOIDANCE. THE SIMULATOR STUDY SHOWED THAT ACVS VARY CONSIDERABLY IN OPERABILITY BECAUSE OF THEIR CONTROL CONFIGURATION. A NEED IS SEEN FOR FURTHER ATTENTION TO THE CONTROL PROBLEM IN DEVELOPING ACV USE ON LAND. A TRAINING PROGRAM LASTING ONE TO THREE MONTHS APPEARS NECESSARY TO QUALIFY AN OPERATOR FULLY. (AUTHORS/LY)

REPORT NUMBER: TR-69-18

AVAILABILITY: CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VIRGINIA 22151 (AD-698-458, MF $0.65, HC $3.00)

INSTITUTION NAME: GEORGE WASHINGTON UNIV., ALEXANDRIA, VA. HUMAN RESOURCES RESEARCH OFFICE.

ACCESSION NUMBERS: ED037538 VT010112

PUBLICATION DATE: 69

TITLE: LEARNING FOR EARNING: NEW OPPORTUNITIES FOR PAYCHECK EDUCATION. THE VOCATIONAL EDUCATION AMENDMENTS OF 1968.

INSTITUTION CODE: RM066000

DESCRIPTOR: CONSUMER EDUCATION; COOPERATIVE PROGRAMS; CULTURALLY DISADVANTAGED; CURRICULUM DEVELOPMENT; FEDERAL AID; *FEDERAL LEGISLATION; *FINANCIAL SUPPORT; HOMEMAKING EDUCATION; PREVOCATIONAL EDUCATION; PROFESSIONAL EDUCATION; RESIDENTIAL SCHOOLS; SERVICE OCCUPATIONS; *VOCATIONAL EDUCATION; WORK STUDY PROGRAMS

IDENTIFIER: EXEMPLARY PROGRAMS; VOCATIONAL EDUCATION AMENDMENTS OF 1968

EDRS PRICE: EDRS PRICE MF-$0.25 HC NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 13P.

ISSUE: RIEJUL70

THE MAJOR PROVISIONS OF THE VOCATIONAL EDUCATION AMENDMENTS OF 1968 ARE EXPLAINED. FOLLOWING DISCUSSION OF THE RATIONALE OF THE LEGISLATION AND OF THE EXTENT AND BASIS OF ALLOCATION OF STATE GRANTS, SEPARATE SECTIONS OF THE DOCUMENT DEAL WITH: (1) EXEMPLARY PROGRAMS, (2) RESIDENTIAL PROJECTS, (3) CONSUMER AND HOMEMAKING EDUCATION, (4) COOPERATIVE VOCATIONAL EDUCATION, (5) WORK-STUDY PROGRAMS, (6) CURRICULUM DEVELOPMENT, AND (7) TRAINING AND DEVELOPMENT OPPORTUNITIES FOR VOCATIONAL EDUCATORS. (JK)

REPORT NUMBER: OE-80063

AVAILABILITY: SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402 (FS5.280:80063, $.25)

INSTITUTION NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED037531 VT009962

PUBLICATION DATE: SEP 69

TITLE: CLOTHING ASSISTANT.

INSTITUTION CODE: BBB03237

SPONSORING AGENCY CODE: BBB01334

DESCRIPTOR: *CLOTHING MAINTENANCE SPECIALISTS; COOPERATIVE EDUCATION; *CURRICULUM GUIDES; GRADE 11; GRADE 12; INSTRUCTIONAL MATERIALS; JOB ANALYSIS; *NEEDLE TRADES; *OCCUPATIONAL HOME ECONOMICS; OCCUPATIONAL INFORMATION; SEAMSTRESSES; *STUDY GUIDES; TASK ANALYSIS

EDRS PRICE: EDRS PRICE MF-$1.50 HC-$17.70

DESCRIPTIVE NOTE: 352P.

ISSUE: RIEJUL70

THIS COURSE OF STUDY FOR CLOTHING ASSISTANTS IS ONE OF A SERIES AVAILABLE FOR USE BY TEACHER-COORDINATORS AND STUDENTS IN GRADE 11 AND 12 HOME ECONOMICS COOPERATIVE EDUCATION PROGRAMS. BASED ON JOB ANALYSIS INTERVIEWS WITH DRYCLEANING AND RETAIL STORE ALTERATION DEPARTMENT PERSONNEL, THIS COURSE WAS PREPARED BY TEACHERS AND INSTRUCTIONAL MATERIALS CENTER STAFF, FIELD-TESTED, AND REVISED PRIOR TO PUBLICATION. INTENDED FOR TEACHER USE IN COURSE PLANNING OR FOR INDEPENDENT STUDY BY STUDENTS, THE COURSE OUTLINE RELATES TASKS TO GENERAL OBJECTIVES AND COMPETENCIES NEEDED TO PERFORM EFFECTIVELY ON THE JOB. CONTENTS CONSIST OF FOUR MAIN SECTIONS: INSTRUCTIONAL MATERIALS FOR STUDENTS, ANSWER SHEETS FOR INSTRUCTIONAL MATERIALS STUDY QUESTIONS, UNIT TESTS, AND ANSWER KEYS FOR UNIT TESTS. TOPICS COVERED INCLUDE: (1) DEFINITION OF A CLOTHING ASSISTANT, (2) READY MADE CLOTHING, (3) EQUIPMENT, (4) GENERAL ALTERATIONS, (5) MEN'S AND WOMEN'S ALTERATIONS, (6) REPAIRING CLOTHING, (7) DRYCLEANING PROCEDURES, AND (8) FABRIC TYPES. MOST UNITS CONTAIN GENERAL INFORMATION ON THE SUBJECT, TASKS, OBJECTIVES, REFERENCES, AND ASSIGNMENTS. NUMEROUS DIAGRAMS AND LINE DRAWINGS ARE INCLUDED. (AW)

AVAILABILITY: HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, P.O. BOX 4067, TEXAS TECH UNIVERSITY, LUBBOCK, TEXAS 79409 ($10.00, STUDENT EDITION $6.50)

INSTITUTION NAME: TEXAS TECH. UNIV., LUBBOCK. SCHOOL OF HOME ECONOMICS.

SPONSORING AGENCY NAME: TEXAS EDUCATION AGENCY, AUSTIN. DEPT. OF VOCATIONAL AND ADULT EDUCATION.

ACCESSION NUMBERS: ED037530 VT009961

PUBLICATION DATE: SEP 69

TITLE: FOOD SERVICE EMPLOYEE.

INSTITUTION CODE: BBB03237

SPONSORING AGENCY CODE: BBB01334

DESCRIPTOR: COOPERATIVE EDUCATION; *CURRICULUM GUIDES; *FOOD SERVICE; *FOOD SERVICE WORKERS; FOODS INSTRUCTION; GRADE 11; GRADE 12; INSTRUCTIONAL MATERIALS; JOB ANALYSIS; *OCCUPATIONAL HOME ECONOMICS; OCCUPATIONAL INFORMATION; *STUDY GUIDES; TASK ANALYSIS

EDRS PRICE: EDRS PRICE MF-$1.50 HC-$20.15

DESCRIPTIVE NOTE: 401P.

ISSUE: RIEJUL70

THIS COURSE OF STUDY FOR THE FOOD SERVICE EMPLOYEE IS ONE OF A SERIES AVAILABLE FOR USE BY TEACHER- COORDINATORS AND STUDENTS IN GRADE 11 AND 12 HOME ECONOMICS COOPERATIVE EDUCATION PROGRAMS. BASED ON JOB ANALYSIS INTERVIEWS WITH FOOD SERVICE PERSONNEL, IT WAS PREPARED BY TEACHERS AND INSTRUCTIONAL MATERIALS CENTER STAFF, FIELD-TESTED, AND REVISED PRIOR TO PUBLICATION. DESIGNED FOR USE BY TEACHERS IN COURSE PLANNING OR FOR INDEPENDENT STUDY BY STUDENTS, THE COURSE OUTLINE RELATES TASKS TO GENERAL OBJECTIVES AND COMPETENCIES NEEDED TO PERFORM EFFECTIVELY ON THE JOB. THE CONTENT CONTAINS FOUR MAIN SECTIONS: INSTRUCTIONAL MATERIALS FOR STUDENTS, ANSWER SHEETS FOR INSTRUCTIONAL MATERIALS STUDY QUESTIONS, UNIT TESTS, AND ANSWER KEYS FOR UNIT TESTS. UNIT TOPICS ARE: (1) WHAT IS A FOOD SERVICE EMPLOYEE? (2) SANITATION, (3) SAFETY PRECAUTIONS, (4) COMMERCIAL KITCHEN EQUIPMENT, (5) TECHNIQUES OF FOOD PREPARATION, (6) FOOD PRODUCTION, (7) FUNDAMENTALS OF BUS SERVICE, (8) TABLE SERVICE TECHNIQUES, AND (9) PROCEDURES FOR RECEIVING AND STORING FOODS. UNITS PROVIDE INFORMATION, QUESTIONS, ASSIGNMENTS, AND STUDENT EXERCISES. (AW)

AVAILABILITY: HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, P.O. BOX 4067, TEXAS TECH UNIVERSITY, LUBBOCK, TEXAS 79409 ($10.00, STUDENT EDITION $6.50)

INSTITUTION NAME: TEXAS TECH. UNIV., LUBBOCK. SCHOOL OF HOME ECONOMICS.

SPONSORING AGENCY NAME: TEXAS EDUCATION AGENCY, AUSTIN. DEPT. OF VOCATIONAL AND ADULT EDUCATION.

ACCESSION NUMBERS: ED037527 VT009959

PUBLICATION DATE: SEP 69

TITLE: DIETITIAN AIDE.

INSTITUTION CODE: BBB03237

SPONSORING AGENCY CODE: BBB01334

DESCRIPTOR: COOPERATIVE EDUCATION; *CURRICULUM GUIDES; *DIETETICS; *FOOD SERVICE WORKERS; GRADE 11; GRADE 12; HEALTH PERSONNEL; INSTRUCTIONAL MATERIALS; JOB ANALYSIS; *OCCUPATIONAL HOME ECONOMICS; OCCUPATIONAL INFORMATION; *STUDY GUIDES; TASK ANALYSIS

EDRS PRICE: EDRS PRICE MF-$1.25 HC-$16.95

DESCRIPTIVE NOTE: 337P.

ISSUE: RIEJUL70

THIS COURSE OF STUDY FOR THE DIETITIAN AIDE IS ONE OF A SERIES AVAILABLE FOR USE BY TEACHER-COORDINATORS AND STUDENTS IN GRADE 11 AND 12 HOME ECONOMICS COOPERATIVE EDUCATION PROGRAMS. BASED ON JOB ANALYSIS INTERVIEWS WITH HEALTH CARE FACILITIES PERSONNEL, THIS COURSE WAS PREPARED BY TEACHERS AND INSTRUCTIONAL MATERIALS CENTER STAFF, FIELD-TESTED, AND REVISED PRIOR TO PUBLICATION. INTENDED FOR TEACHER USE IN COURSE PLANNING OR FOR INDEPENDENT STUDY BY STUDENTS, THE COURSE OUTLINE RELATES TASKS TO GENERAL OBJECTIVES AND COMPETENCIES NEEDED TO PERFORM EFFECTIVELY ON THE JOB. CONTENTS CONSIST OF FOUR MAIN SECTIONS: INSTRUCTIONAL MATERIALS FOR STUDENTS, ANSWER SHEETS FOR INSTRUCTIONAL MATERIALS STUDY QUESTIONS, UNIT TESTS, AND ANSWER KEYS FOR UNIT TESTS. UNIT TOPICS ARE: (1) WHAT IS A DIETITIAN AIDE? (2) DIETITIAN AIDE: A MEMBER OF THE DIETARY TEAM, (3) DIET THERAPY, (4) DIETARY FOOD SERVICE EQUIPMENT, (5) TECHNIQUES OF FOOD PREPARATION, (6) FUNDAMENTALS OF FOOD SERVICE PROCEDURES, (7) SAFETY PRECAUTIONS, (8) SANITATION, AND (9) BASIC SKILLS IN MANAGEMENT. UNITS GIVE TASKS, OBJECTIVES, QUESTIONS, REFERENCES, AND ASSIGNMENTS. A BIBLIOGRAPHY IS INCLUDED. (AW)

AVAILABILITY: HOME ECONOMICS INSTRUCTIONAL MATERIALS CENTER, P.O. BOX 4067, TEXAS TECH UNIVERSITY, LUBBOCK, TEXAS 79409 ($10.00, STUDENTS EDITION $6.50)

INSTITUTION NAME: TEXAS TECH. UNIV., LUBBOCK. SCHOOL OF HOME ECONOMICS.

SPONSORING AGENCY NAME: TEXAS EDUCATION AGENCY, AUSTIN. DEPT. OF VOCATIONAL AND ADULT EDUCATION.

ACCESSION NUMBERS: ED037132 FL001628

PUBLICATION DATE: 60

TITLE: THE LANGUAGE LABORATORY.

PERSONAL AUTHOR: HUGHES, JOHN P.

DESCRIPTOR: AUDIOLINGUAL METHODS; CLASS MANAGEMENT; *COLLEGES; COST EFFECTIVENESS; CREDIT COURSES; CREDITS; EQUIPMENT MAINTENANCE; FINANCIAL SUPPORT; INSTRUCTIONAL MATERIALS; *LANGUAGE INSTRUCTION; *LANGUAGE LABORATORIES; *LANGUAGE LABORATORY EQUIPMENT; *LANGUAGE LABORATORY USE; MATERIAL DEVELOPMENT; SECOND LANGUAGE LEARNING; TAPE RECORDINGS; TEACHING TECHNIQUES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.50

DESCRIPTIVE NOTE: 8P.; CONDENSED FROM THE CATHOLIC MANAGEMENT JOURNAL AS REPRINTED IN ANNUAL BULLETIN 19 OF THE CONNECTICUT AUDIO-VISUAL EDUCATION ASSOCIATION, "MODERN TECHNIQUES IN TEACHING FOREIGN LANGUAGES: LANGUAGE LABORATORIES", P 49-56, 1960

ISSUE: RIEJUL70

CONCEPTS PERTAINING TO THE LANGUAGE LABORATORY ARE CLARIFIED FOR THE LAYMAN UNFAMILIAR WITH RECENT EDUCATIONAL DEVELOPMENTS IN FOREIGN LANGUAGE INSTRUCTION. THESE INCLUDE DISCUSSION OF: (1) LANGUAGE LABORATORY COMPONENTS AND FUNCTIONS, (2) TECHNIQUES USED IN THE LABORATORY, (3) NEW LINGUISTIC METHODS, (4) LABORATORY EXERCISES, (5) TRADITIONAL INSTRUCTIONAL METHODS, (6) COSTS AND FINANCING PROCEDURES, (7) MAINTENANCE PROBLEMS, (8) CLASS TIME DISTRIBUTION, (9) CREDIT FOR LABORATORY PERIODS, AND (10) THE RECORDING OF TAPES. (RL)

ACCESSION NUMBERS: ED037131 FL001627

PUBLICATION DATE: 60

TITLE: THE LANGUAGE LABORATORY.

PERSONAL AUTHOR: HOCKING, ELTON

DESCRIPTOR: AUDIO ACTIVE COMPARE LABORATORIES; AUDIO VIDEO LABORATORIES; *AUDIOVISUAL AIDS; *COLLEGES; COST EFFECTIVENESS; DESIGN; EQUIPMENT MAINTENANCE; FINANCIAL SUPPORT; INTERIOR DESIGN; LABORATORY EQUIPMENT; *LANGUAGE INSTRUCTION; *LANGUAGE LABORATORIES; LANGUAGE LABORATORY EQUIPMENT; MULTICHANNEL PROGRAMING; SECOND LANGUAGE LEARNING; TAPE RECORDERS

IDENTIFIER: *PURDUE UNIVERSITY

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.30

DESCRIPTIVE NOTE: 4P.; CONDENSED VERSION REPRINTED IN ANNUAL BULLETIN 19 OF THE CONNECTICUT AUDIO-VISUAL EDUCATION ASSOCIATION, "MODERN TECHNIQUES IN TEACHING FOREIGN LANGUAGES: LANGUAGE LABORATORIES", P61-64, 1960

ISSUE: RIEJUL70

THIS CONDENSED ARTICLE ON THE LANGUAGE LABORATORY DESCRIBES EDUCATIONAL AND FINANCIAL POSSIBILITIES AND LIMITATIONS, OFTEN CITING THE FOREIGN LANGUAGE PROGRAM AT PURDUE UNIVERSITY AS AN EXAMPLE. THE AUTHOR DISCUSSES: (1) COSTS AND AMORTIZATION, (2) PREVENTIVE MAINTENANCE, (3) LABORATORY DESIGN, (4) THE MULTICHANNEL RECORDER, AND (5) VISUALS. OTHER ADVANTAGES OF THE LANGUAGE LABORATORY ARE NOTED. (RL)

ACCESSION NUMBERS: ED036745 AC006541

PUBLICATION DATE: AUG 69

TITLE: MEMORY FACTORS IN COMPUTER-CONTROLLED MAINTENANCE TRAINING. FINAL REPORT, NOV. 1967-NOV. 1968.

PERSONAL AUTHOR: HANSEN, DUNCAN N.; DICK, WALTER

INSTITUTION CODE: BBB02391

DESCRIPTOR: *COMPUTER ASSISTED INSTRUCTION; CURRICULUM PLANNING; ELECTROMECHANICAL AIDS; *ELECTRONICS; *EQUIPMENT MAINTENANCE; FEASIBILITY STUDIES; GLOSSARIES; INVESTIGATIONS; *MEMORY; *MILITARY TRAINING; PERFORMANCE

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 44P.

ISSUE: RIEJUL70

THIS INVESTIGATION EXPLORED THOSE CHARACTERISTICS OF TRAINING VARIABLES THAT MIGHT BE INCORPORATED INTO THE DESIGN OF COMPUTERIZED TRAINING DEVICES AND SYSTEMS FOR, OR IN, COMPUTER CONTROLLED TRAINING (CCT). MEMORY AIDS, COMPUTER CONTROLLED GRAPHICS, ELECTRONICS CIRCUIT ANALYSIS, AND CCT TRAINING SCHEDULES WERE STUDIED. FINDINGS INCLUDED THE FOLLOWING: THE FEASIBILITY OF A CCT ELECTRONIC CIRCUIT ANALYSIS COURSE CONTAINING CONCEPTUAL PRESENTATIONS FROM BOOLEAN ALGEBRA, LOGIC, AND SET THEORY WAS ESTABLISHED; MEMORY PROCESSES AND RELATED CRITERION PERFORMANCE WERE FACILITATED BY GRAPHIC PRESENTATIONS VIA CCT; THE AVAILABILITY OF CCT MEMORY AIDS DURING APPLICATION OF COMPLEX CONCEPTS AND RELATIONSHIPS LED TO IMPROVED PERFORMANCE AND A 64% SAVING IN RESPONSE TIME. TRAINEES HAVING SOME PRIOR KNOWLEDGE USED MEMORY AIDS MORE EFFECTIVELY. (AUTHOR/LY)

AVAILABILITY: CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VIRGINIA 22151 (AD-697-980, MF $0.65, HC $3.00)

INSTITUTION NAME: FLORIDA STATE UNIV., TALLAHASSEE. COMPUTER-ASSISTED INSTRUCTION CENTER.

ACCESSION NUMBERS: ED036238 FL001607

PUBLICATION DATE: OCT 68

TITLE: THE CLOSED BOOTH.

PERSONAL AUTHOR: HANSON, EDWIN M.

INSTITUTION CODE: BBB02072

DESCRIPTOR: ACOUSTICAL ENVIRONMENT; ACOUSTICS; AUDIO-LINGUAL SKILLS; COLLEGES; COST EFFECTIVENESS; EDUCATIONAL THEORIES; *EQUIPMENT MAINTENANCE; LANGUAGE INSTRUCTION; *LANGUAGE LABORATORIES; *LANGUAGE LABORATORY EQUIPMENT; PROGRAM EFFECTIVENESS; PSYCHOACOUSTICS; *PSYCHOLOGICAL DESIGN NEEDS; PSYCHOLOGY; *SECOND LANGUAGE LEARNING

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.40

DESCRIPTIVE NOTE: 6P.

ISSUE: RIEJUN70

SEVEN REASONS EXCERPTED FROM "LANGUAGE LABORATORY LEARNING" (1960) BY FERNAND MARTY ARE CITED FOR A PREFERENCE FOR INDIVIDUAL ROOMS OR CLOSED BOOTHS TO LANGUAGE LABORATORIES WITH OPEN BOOTHS. THE AUTHOR SPECIFIES ADDITIONAL PSYCHOLOGICAL AND ACOUSTICAL ADVANTAGES OF THE CLOSED BOOTH SYSTEM. WEAKNESSES INHERENT IN THE OPEN BOOTH LABORATORY ARE ALSO NOTED. (RL)

JOURNAL CITATION: NATIONAL ASSOCIATION OF LANGUAGE LABORATORY DIRECTORS NEWSLETTER; V3 N1 P12-17 OCT 1968

INSTITUTION NAME: NATIONAL ASSOCIATION OF LANGUAGE LAB. DIRECTORS.

ACCESSION NUMBERS: ED035772 VT010296

PUBLICATION DATE: DEC 69

TITLE: PERSONNEL TRAINING AND EMPLOYMENT NEEDS OF HOSPITAL FOOD SERVICES IN TENNESSEE.

PERSONAL AUTHOR: PEAY, MOISELLE

DESCRIPTOR: CLERICAL WORKERS; *EDUCATIONAL NEEDS; *FOOD SERVICE OCCUPATIONS; FOODS INSTRUCTION; *HOSPITALS; MANAGERIAL OCCUPATIONS; *MANPOWER NEEDS; OCCUPATIONAL HOME ECONOMICS; SUPERVISORS

IDENTIFIER: *TENNESSEE

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$5.70

DESCRIPTIVE NOTE: 112P.

ISSUE: RIEMAY70

PERSONNEL TRAINING AND EMPLOYMENT NEEDS IN CONNECTION WITH FOOD SERVICE WERE STUDIED THROUGH INTERVIEWS WITH HOSPITAL ADMINISTRATORS AND FOOD SERVICE MANAGERS IN 25 SELECTED TENNESSEE HOSPITALS. MENTIONED MOST OFTEN BY MANAGERS AS IMPORTANT WERE THE AREAS OF COMMUNICATIONS AND HUMAN RELATIONS FOR ALL JOB CLASSIFICATIONS EXCEPT FOOD PREPARATION, FOOD SERVICE, AND FOOD SANITATION WORKERS; FOR THESE WORKERS, THE AREA OF SANITATION AND PERSONAL HYGIENE WAS CONSIDERED MORE IMPORTANT. OTHER HIGH RANKING AREAS WERE: (1) FOR MANAGERIAL PERSONNEL--MANAGEMENT PRINCIPLES, HUMAN NUTRITION AND FOOD SCIENCE, AND PERSONNEL ADMINISTRATION, (2) FOR SUPERVISORY PERSONNEL--PRINCIPLES OF QUANTITY FOOD PREPARATION AND SERVICE, USE AND CARE OF EQUIPMENT, AND SANITARY AND SAFETY STANDARDS, (3) FOR CLERICAL PERSONNEL--GENERAL PRINCIPLES OF FOOD INVENTORY CONTROL, FOOD ISSUE, AND STOCK ROOM OPERATION, BASIC MATHEMATICS, AND MENU AND DIET TERMINOLOGY, (4) FOR FOOD PREPARATION WORKERS--FOOD PREPARATION FOR SPECIAL DIETS, USE OF STANDARDIZED RECIPES, AND PRINCIPLES OF QUANTITY FOOD PREPARATION AND SERVICE, (5) FOR FOOD SERVICE WORKERS--FOOD DISPLAY AND SERVICE, HUMAN RELATIONS, AND COMMUNICATIONS, (6) FOR FOOD SANITATION WORKERS--USE AND CARE OF EQUIPMENT AND SAFETY. POSITIONS CONSIDERED TO BE MOST DIFFICULT TO FILL WERE THOSE OF FOOD PREPARATION AND FOOD SANITATION WORKERS. THIS M.S. THESIS WAS SUBMITTED TO THE UNIVERSITY OF TENNESSEE. (JK)

ACCESSION NUMBERS: ED035755 VT010162

PUBLICATION DATE: 69

TITLE: WAITER-WAITRESS: A SUGGESTED GUIDE FOR A TRAINING COURSE.

INSTITUTION CODE: RM066017

DESCRIPTORS: *CURRICULUM GUIDES; *FOOD SERVICE INDUSTRY; *FOOD SERVICE OCCUPATIONS; OCCUPATIONAL HOME ECONOMICS; *RESOURCE MATERIALS; *TRADE AND INDUSTRIAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.90

DESCRIPTIVE NOTE: 56P.

ISSUE: RIEMAY70

THIS GUIDE WAS DEVELOPED FOR THE DIVISION OF MANPOWER DEVELOPMENT AND TRAINING TO SERVE AS A REFERENCE FOR SCHOOL ADMINISTRATORS AND TEACHERS IN PREPARING TRAINEES FOR EMPLOYMENT IN THE FOOD SERVICE INDUSTRY. CONTENTS INCLUDE: (1) BRIEF BACKGROUND INFORMATION, (2) NINE COURSE UNITS, (3) MATERIAL ON TEACHING THE COURSE, (4) BIBLIOGRAPHY, (5) VISUAL AIDS, AND (6) APPENDIXES. COURSE UNITS COVERING 120 HOURS OF INSTRUCTION ARE PROVIDED FOR: (1) ORIENTATION, (2) MECHANICS OF SERVICE, (3) TABLE CLEARING SERVICES, (4) MENU AND ORDERING SERVICE, (5) PREPARATION AND PRESENTATION OF GUEST CHECK, (6) BASIC ENGLISH, (7) BUSINESS ARITHMETIC, (8) SAFETY AND SANITATION, AND (9) DUTIES AND WORKING. EACH UNIT GIVES TRAINING TIME, COURSE OBJECTIVES, AND COURSE OUTLINE, WITH SOME ALSO PROVIDING SUPPLEMENTAL TRAINING MATERIALS, REFERENCES, VISUAL AIDS, AND SUGGESTED ACTIVITIES. SOME AREAS COVERED IN THE APPENDIXES ARE: (1) SUPPLIES AND EQUIPMENT, (2) CAFETERIA AND LUNCHEONETTE SERVICE, (3) MENUS, (4) TABLE SERVICE, (5) CASHIER, HEADWAITER, AND HOSTESS DUTIES, (6) PROPER GROOMING, (7) SAMPLE TESTS AND REVIEWS, (8) SUGGESTED EVALUATION MATERIAL FOR DINING ROOM EMPLOYEES, AND (9) TEACHING EFFECTIVENESS. THE TRAINING GUIDE IS ILLUSTRATED WITH PHOTOGRAPHS, DIAGRAMS, AND DRAWINGS. (AW)

REPORT NUMBER: OE-87046

INSTITUTION NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. DIV. OF MANPOWER DEVELOPMENT AND TRAINING.

ACCESSION NUMBERS: ED035274 EM007624

PUBLICATION DATE: OCT 68

TITLE: DESCRIPTION OF AUDIO-VISUAL RECORDING EQUIPMENT AND METHOD OF INSTALLATION FOR PILOT TRAINING.

PERSONAL AUTHOR: NEESE, JAMES A.

INSTITUTION CODE: BBB02913

SPONSORING AGENCY CODE: RUE00252

DESCRIPTOR: AUDIO EQUIPMENT; AUDIO VIDEO LABORATORIES; EQUIPMENT; EQUIPMENT MAINTENANCE; EQUIPMENT UTILIZATION; EVALUATION; EVALUATION TECHNIQUES; *FLIGHT TRAINING; INSTRUCTIONAL TECHNOLOGY; MILITARY TRAINING; *PROGRAM EFFECTIVENESS; *PROGRAM EVALUATION; TAPE RECORDERS; TAPE RECORDINGS; *VIDEO TAPE RECORDINGS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 44P.

ISSUE: RIEMAY70

THE AUDIO-VIDEO RECORDER SYSTEM WAS DEVELOPED TO EVALUATE THE EFFECTIVENESS OF IN-FLIGHT AUDIO/VIDEO RECORDING AS A PILOT TRAINING TECHNIQUE FOR THE U.S. AIR FORCE PILOT TRAINING PROGRAM. IT WILL BE USED TO GATHER BACKGROUND AND PERFORMANCE DATA FOR AN EXPERIMENTAL PROGRAM. A DETAILED DESCRIPTION OF THE SYSTEM IS PRESENTED AND CONSTRUCTION AND INSTALLATION DRAWINGS ARE INCLUDED AND DISCUSSED. MAINTENANCE AND SPARE PARTS IMPLICATIONS OF THE SPECIFIC SYSTEM DESIGN ARE DETAILED AND INITIAL OPERATING INSTRUCTIONS ARE INCLUDED. (SH)

REPORT NUMBER: AD-683 022; AMRL-TR-68-73

AVAILABILITY: CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VA. 22151 (AD-683 022, MF $.65, HC $3.00)

INSTITUTION NAME: CONDUCTRON-MISSOURI, INC., ST. CHARLES, MO.

SPONSORING AGENCY NAME: AEROSPACE MEDICAL RESEARCH LABS, WRIGHT-PATTERSON AFB, OHIO.

ACCESSION NUMBERS: ED035176 EE001219

PUBLICATION DATE: 68

TITLE: MAINTENANCE MANUAL FOR CARPETS MADE WITH DU PONT CARPET NYLON.

INSTITUTION CODE: BBB02910

DESCRIPTOR: *CARPETING; *MAINTENANCE; MANUALS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.55

DESCRIPTIVE NOTE: 9P.

ISSUE: RIEMAY70

INFORMATION IS DIVIDED INTO THE FOLLOWING SECTIONS--(1) THE SELECTION OF NYLON CARPET, (2) THE ADVANTAGES OF NYLON FOR CARPETS, (3) THE CHARACTERISTICS OF NYLON CARPET, (4) SOILING AND SOIL RETARDANTS, (5) VACUUM CLEANING, (6) SPOT CLEANING AND FRESHENING OF TRAFFIC LANES, (7) WET CLEANING (SHAMPOOING), AND (8) MISCELLANEOUS CARPET MAINTENANCE INFORMATION. (RK)

REPORT NUMBER: A-31746

INSTITUTION NAME: DUPONT CORP., WILMINGTON, DEL.

ACCESSION NUMBERS: ED034942 AC006207

PUBLICATION DATE: JUN 69

TITLE: LEARNER-CENTERED INSTRUCTION (LCI). VOLUME 5. DESCRIPTION OF THE JOB PERFORMANCE TEST.

PERSONAL AUTHOR: PIEPER, WILLIAM J.; AND OTHERS

INSTITUTION CODE: SYN03130

DESCRIPTOR: CONTROL GROUPS; ELECTROMECHANICAL AIDS; *ELECTRONIC TECHNICIANS; *EQUIPMENT MAINTENANCE; EXPERIMENTAL GROUPS; *MILITARY TRAINING; PROGRAMED INSTRUCTION; RESEARCH; SIMULATION; *TASK PERFORMANCE; *TEST CONSTRUCTION; TESTS

IDENTIFIER: UNITED STATES AIR FORCE

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 22P.

ISSUE: RIEMAY70

AN ACCOUNT IS PRESENTED OF THE DEVELOPMENT OF A JOB PERFORMANCE TEST FOR THE LEARNER CENTERED INSTRUCTION (LCI) WEAPON CONTROL SYSTEMS MECHANIC/TECHNICIAN AIR FORCE COURSE. THE PERFORMANCE TEST WAS ADMINISTERED TO THE LCI EXPERIMENTAL COURSE SUBJECTS AS WELL AS THE CONTROL COURSE SUBJECTS UPON GRADUATION. TEST ITEMS ARE, FOR THE MOST PART, BASED ON TASKS DERIVED FROM THE BEHAVIORAL DESCRIPTION OF THE ACTUAL JOB. THE TEST CONTAINS THREE MAJOR PARTS: OPERATIONAL CHECKOUT, TROUBLESHOOTING, AND AUXILIARY TASK PERFORMANCE. MOST OF THE TEST ITEMS ARE PERFORMED ON THE SIMULATED MAINTENANCE TASK ENVIRONMENT, A SIMULATOR USED FOR F-111A FLIGHT LINE ELECTRONICS MAINTENANCE TESTING AND TRAINING. (AUTHOR/LY)

AVAILABILITY: CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VIRGINIA 22151 (AD-692-125, MF $0.65, HC $3.00)

INSTITUTION NAME: APPLIED SCIENCE ASSOCIATES, INC., VALENCIA, PA.

ACCESSION NUMBERS: ED034041 AC006206

PUBLICATION DATE: OCT 68

TITLE: LEARNER-CENTERED INSTRUCTION (LCI). VOLUME 3. PLAN OF INSTRUCTION.

PERSONAL AUTHOR: PIEPER, WILLIAM J.; AND OTHERS

INSTITUTION CODE: SYN03130

DESCRIPTOR: CURRICULUM GUIDES; *ELECTRONIC TECHNICIANS; *EQUIPMENT MAINTENANCE; EXPERIMENTAL PROGRAMS; *MILITARY TRAINING; *PROGRAMED MATERIALS; RESEARCH; SCHEDULING; *TEACHING GUIDES; TRAINING TECHNIQUES

IDENTIFIER: UNITED STATES AIR FORCE

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 62P.

ISSUE: RIEMAY70

A PLAN OF INSTRUCTION (POI) IS PRESENTED FOR AN EXPERIMENTAL COURSE TO TRAIN FLIGHT LINE WEAPON CONTROL SYSTEMS TECHNICIANS FOR THE F-111A. THE POI IS BASED ON THE JOB BEHAVIORAL DESCRIPTION OF THIS TECHNICIAN'S JOB PREPARED EARLIER. THE TWO BASIC DECISIONS ESTABLISHING THE CHARACTER OF THE POI ARE THE OVERALL OBJECTIVE OF PRODUCING GRADUATES CAPABLE OF PERFORMING AT THE 5 LEVEL OF SKILL WITH VIRTUALLY NO ON THE JOB TRAINING, AND A LEARNER CENTERED MODE OF INSTRUCTION. THE POI, THEREFORE, EMPHASIZES DEVELOPMENT OF BEHAVIOR PATTERNS REQUIRED BY TECHNICIANS ON THE JOB, AND CALLS FOR SELF-INSTRUCTIONAL MATERIALS THAT STUDENTS USE AT THEIR OWN PACE. INSTRUCTORS CONCENTRATE ON ASSISTING INDIVIDUAL STUDENTS WHEN THEY NEED HELP. THE 15 WEEK COURSE IS DIVIDED INTO SEVEN MAJOR BLOCKS. EACH BLOCK IS DIVIDED INTO UNITS AND LESSONS, WITH LEARNING OBJECTIVES STATED FOR EACH. (AUTHOR/LY)

AVAILABILITY: CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VIRGINIA 22151 (AD-691-462, MF $0.65, HC $3.00)

INSTITUTION NAME: APPLIED SCIENCE ASSOCIATES, INC., VALENCIA, PA.

ACCESSION NUMBERS: ED034449 FL001509

PUBLICATION DATE: 68

TITLE: TEACHING FRENCH.

PERSONAL AUTHOR: MARTY, FERNAND

SPONSORING AGENCY CODE: OPX12290

DESCRIPTOR: *AUDIOLINGUAL METHODS; AUDIOVISUAL INSTRUCTION; *COGNITIVE OBJECTIVES; COMPREHENSION DEVELOPMENT; COURSE CONTENT; DIALOGUE; EDUCATIONAL EQUIPMENT; EDUCATIONAL PHILOSOPHY; EQUIPMENT MAINTENANCE; *FRENCH; *LANGUAGE INSTRUCTION; MORPHOLOGY (LANGUAGES); ORAL EXPRESSION; PHONOLOGY; SPELLING; STRUCTURAL ANALYSIS; SYNTAX; *TEACHING METHODS; TESTING; UNDERGRADUATE STUDY; VOCABULARY

EDRS PRICE: EDRS PRICE MF-$1.25 HC-$16.30

DESCRIPTIVE NOTE: 324P.

ISSUE: RIEAPR70

THIS COMPREHENSIVE ANALYSIS OF FRENCH TEACHING METHODOLOGY REVEALS BASIC PROBLEMS UNDERLYING THE CURRENT PHILOSOPHY OF LANGUAGE LEARNING, WHILE PRESENTING NEW IDEAS BASED ON EXTENSIVE RESEARCH. TWO BOOKS, "ACTIVE FRENCH: DIALOGUES" AND "ACTIVE FRENCH: FOUNDATIONS COURSE" (BOOKS 1 AND 2), WHICH STRESS WELL SPECIFIED LEARNING OBJECTIVES, WERE DEVELOPED TO PROVIDE A DUAL APPROACH TO THE MORPHOLOGY AND SYNTAX OF THE TARGET LANGUAGE, THEREBY ILLUSTRATING TO THE STUDENT THE COMPLEXITY OF FOREIGN LANGUAGE STUDY. WHILE URGING AN "INTELLECTUAL APPROACH" TO LANGUAGE LEARNING, THE AUTHOR INCLUDES EXTENSIVE COVERAGE OF: (1) METHODOLOGY, (2) PHONOLOGY, (3) MORPHOLOGY, (4) AUDIO-VISUAL MATERIALS, AND (5) THE USE OF THE "ACTIVE FRENCH" TEXTS. OTHER CHAPTERS DEAL WITH SYNTAX, VOCABULARY, SPELLING, COMPREHENSION, EXPRESSION, AND TECHNIQUES FOR PRACTICE AND TESTING. CONCLUDING REMARKS BEAR SIGNIFICANTLY ON THE TEACHER, THE LEARNER, AND PROBLEMS INHERENT IN OUR EDUCATIONAL SYSTEM. AN INDEX IS FURNISHED. (RL)

SPONSORING AGENCY NAME: CARNEGIE CORP. OF NEW YORK, N.Y.

ACCESSION NUMBERS: ED032801 FL001261

PUBLICATION DATE: 60

TITLE: LANGUAGE LABORATORY LEARNING.

PERSONAL AUTHOR: MARTY, FERNAND L.

DESCRIPTOR: AUDIO ACTIVE LABORATORIES; *AUDIOLINGUAL METHODS; AUDIOVISUAL AIDS; *COURSE DESCRIPTIONS; CULTURAL AWARENESS; EQUIPMENT MAINTENANCE; EQUIPMENT STANDARDS; *FRENCH; *LANGUAGE INSTRUCTION; LANGUAGE LABORATORIES; LANGUAGE LABORATORY EQUIPMENT; *LANGUAGE LABORATORY USE; LANGUAGE SKILLS; LITERATURE; PHONETICS; PHONOTAPE RECORDINGS; PRONUNCIATION INSTRUCTION; READING SKILLS; SPECIFICATIONS

EDRS PRICE: EDRS PRICE MF-$1.00 HC-$12.60

DESCRIPTIVE NOTE: 250P.

ISSUE: RIEFEB70

A BASIC FRENCH COURSE, INTENDED TO STRESS EQUALLY THE AUDIO-ORAL AND SPELLING-READING SKILLS, IS DESCRIBED. INTERMEDIATE COURSES, SPECIALIZED COURSES (IN LITERATURE, PHONETICS, STYLISTICS, CIVILIZATION, AND SIMULTANEOUS INTERPRETATION), AND THE COMPREHENSION OF SCIENTIFIC MATERIAL ARE ALSO DISCUSSED. DESCRIPTIONS OF THESE COURSES STRESS THE USE AND ROLE OF AUDIO AIDS, PARTICULARLY THE MAGNETIC TAPE RECORDING. CHAPTERS ON THE LANGUAGE LABORATORY DISCUSS AT LENGTH THE BASIC PRINCIPLES OF SOUND RECORDING, OPERATING A LANGUAGE LABORATORY, LANGUAGE LABORATORY SPECIFICATIONS, AND TYPES OF INSTALLATIONS. AN ENGLISH-FRENCH VOCABULARY OF LANGUAGE LABORATORY TERMINOLOGY IS ALSO INCLUDED. (WB)

ACCESSION NUMBERS: ED032764 EM007339

PUBLICATION DATE: 69

TITLE: HANDBOOK FOR CLASSROOM VIDEOTAPE RECORDING.

PERSONAL AUTHOR: LYNCH, HELEN C.

DESCRIPTOR: *CLASSROOM OBSERVATION TECHNIQUES; EDUCATIONAL EQUIPMENT; EDUCATIONAL OBJECTIVES; EQUIPMENT MAINTENANCE; *INSTRUCTIONAL IMPROVEMENT; INTERPERSONAL RELATIONSHIP; LANGUAGE USAGE; OPERATING ENGINEERING; *SELF EVALUATION; STUDENT PARTICIPATION; STUDENT TEACHER RELATIONSHIP; *TEACHER IMPROVEMENT; TEACHING TECHNIQUES; *VIDEO TAPE RECORDINGS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 31P.

ISSUE: RIEFEB70

THIS GUIDE IS DESIGNED TO INCREASE THE EFFECTIVENESS OF USING PORTABLE VIDEOTAPE EQUIPMENT IN CLASSROOMS FOR IMPROVING INSTRUCTION. A FIRST SECTION STRESSES THE IMPORTANCE OF DEFINING GOALS BEFORE TAPING AND SELECTING THE PARTICULAR TYPE OF TAPING BEST SUITED TO THE GOAL. ANOTHER SECTION DETAILS TECHNICAL PROCEDURES FOR THE VIDEOTAPE OPERATOR IN SETTING UP AND PLACING EQUIPMENT IN THE CLASSROOM, GUIDES FOR THE OPERATOR WHILE TAPING, AND SUGGESTIONS FOR MINIMIZING TECHNICAL INTERRUPTIONS. A THIRD SECTION OFFERS ESSENTIAL ITEMS NEEDED FOR A MINIMUM PORTABLE VIDEOTAPING SYSTEM AND ADVICE ON PURCHASING, AND A FOURTH PRESENTS THREE LEVELS OF VIDEOTAPE VIEWING FOR TEACHER SELF-ANALYSIS: CASUAL VIEWING FROM WHICH THE TEACHER DERIVES POINTS FOR IMPROVEMENT; STRUCTURED VIEWING DURING WHICH THE TEACHER OBSERVES SPECIFICALLY THOSE POINTS DERIVED FROM THE CASUAL VIEWING, AND INTERDISCIPLINARY ANALYSIS OF LANGUAGE FEATURES, INTERPERSONAL RELATIONS, SOCIOLOGICAL FEATURES, AND EDUCATIONAL FEATURES IN THE CLASSROOM. THE FINAL SECTION REITERATES THE USEFULNESS OF VIDEOTAPE RECORDINGS IN PROFESSIONALIZING THE RELATIONSHIP BETWEEN TEACHERS AND ADMINISTRATORS AND IN IMPROVING INSTRUCTION THROUGH DEVELOPING A CAPACITY FOR SELF-EVALUATION IN TEACHERS. (SP)

AVAILABILITY: SOUTHEASTERN EDUCATIONAL CORPORATION, INC., 3450 INTERNATIONAL BOULEVARD, ATLANTA, GEORGIA (UPON REQUEST)

ACCESSION NUMBERS: ED031892 EF002714

PUBLICATION DATE: 4 MAY 67

TITLE: MANAGING THE SMALL TICKET JOB (UP TO 8 MANHOURS).

PERSONAL AUTHOR: LEWIS, B.T.

DESCRIPTOR: ADMINISTRATIVE POLICY; *ADMINISTRATOR GUIDES; *COST EFFECTIVENESS; *EDUCATIONAL ADMINISTRATION; EDUCATIONAL FINANCE; MAINTENANCE; *PERSONNEL DIRECTORS; PERSONNEL EVALUATION; PLANNING; SCHOOL MAINTENANCE

IDENTIFIER: NAPPA; NATL ASSN PHYSICAL PLANT ADMINISTRATORS OF UNIV

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.90

DESCRIPTIVE NOTE: 16P.; SPEECH PRESENTED AT THE NAPPA ANNUAL MEETING (54TH, UNIVERSITE DE MONTREAL, QUEBEC, CANADA, APRIL 30-MAY 5, 1967).

ISSUE: RIEJAN70

THIS PRESENTATION IS CONCERNED WITH MAINTENANCE MANAGEMENT AND OPERATIONAL COST CONTROL TECHNIQUES. VARIOUS SOURCES OF INEFFICIENCY CONCERNING MAINTENANCE OPERATIONS ARE ANALYZED, AND CONSIDERATION IS GIVEN TO THE FOLLOWING ASPECTS OF THE DEVELOPMENT OF A CONTROLLED MAINTENANCE SYSTEM: CONTROL OVER WORK INPUT, THE USE OF PLANNING AND ESTIMATING, THE USE OF STANDARD TIME DATA, THE USE OF PRODUCTION CONTROL TECHNIQUES, AND THE COMPARISON OF ACTUAL REPAIR HOURS TO PLANNED LABOR HOURS. AUDIENCE REACTIONS TO THE PRESENTATION ARE INCLUDED. (ES)

ACCESSION NUMBERS: ED031045 EF003146

PUBLICATION DATE: JUL 68

TITLE: WHAT WENT WRONG? MAINTENANCE AND OPERATION ERRORS TO AVOID IN EDUCATIONAL FACILITY PLANNING.

INSTITUTION CODE: RUE19769

DESCRIPTOR: CLASSROOMS; ENVIRONMENTAL INFLUENCES; EQUIPMENT; *FACILITY GUIDELINES; FOOD HANDLING FACILITIES; HEALTH FACILITIES; HOUSING; INSTRUCTIONAL MATERIALS CENTERS; LABORATORIES; *PHYSICAL DESIGN NEEDS; PHYSICAL EDUCATION FACILITIES; *SCHOOL ENVIRONMENT; *SCHOOL MAINTENANCE; *SCHOOL PLANNING; SITE DEVELOPMENT; SPATIAL RELATIONSHIP; THEATERS; TRAFFIC PATTERNS; UTILITIES

EDRS PRICE: EDRS PRICE MF-$1.00 HC-$12.45

DESCRIPTIVE NOTE: 247P.

ISSUE: RIEDEC69

AREA-BY-AREA DISCUSSIONS OF THE COMPONENTS OF NEW EDUCATIONAL BUILDINGS AND THE PROBLEMS THAT CAN OCCUR ONCE A BUILDING IS IN USE ARE PRESENTED. METHODS TO BE USED IN AVOIDING FUTURE MAINTENANCE AND OPERATION TROUBLES ARE ALSO INCLUDED. EMPHASIZED THROUGHOUT IS THE RESPONSIBILITY OF THE EDUCATIONAL FACILITY PLANNER TO LEARN AS MUCH AS HE CAN ABOUT THE BUILDING HE CONTROLS. PLANT PLANNING SHOULD NOT BE CARRIED ON WITH PRECONCEIVED NOTIONS OR LACK OF INFORMATION. (RK)

AVAILABILITY: COUNCIL OF EDUCATIONAL FACILITY PLANNERS, 29 W.WOODRUFF AVENUE, COLUMBUS, OHIO 43210 ($5.00)

INSTITUTION NAME: COUNCIL OF EDUCATIONAL FACILITY PLANNERS, COLUMBUS, OHIO.

ACCESSION NUMBERS: ED030969 EA002390

PUBLICATION DATE: 69

TITLE: DEVELOPING SCHOOL SYSTEMS: PLANNING, ORGANIZATION, AND PERSONNEL. A MANUAL FOR TRUSTEES, ADMINISTRATORS, AND TEACHERS.

PERSONAL AUTHOR: GREENFIELD, T.B.; AND OTHERS

INSTITUTION CODE: BBB02139

DESCRIPTOR: *ADMINISTRATOR GUIDES; BOARD ADMINISTRATOR RELATIONSHIP; DATA PROCESSING; DECISION MAKING; *EDUCATIONAL CHANGE; EDUCATIONAL OBJECTIVES; *EDUCATIONAL PLANNING; FINANCIAL POLICY; *ORGANIZATIONAL CHANGE; PERSONNEL POLICY; PURCHASING; SCHOOL COMMUNITY RELATIONSHIP; SCHOOL MAINTENANCE; *SCHOOL ORGANIZATION; SCHOOL PLANNING; STUDENT TRANSPORTATION

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 177P.

ISSUE: RIEDEC69

THIS MANUAL IS DESIGNED TO ASSIST SCHOOL BOARD MEMBERS, ADMINISTRATORS, AND TEACHERS IN THE TASKS OF ASSESSING PRESENT EDUCATIONAL ORGANIZATIONS AND DEVELOPING NEW ONES. EACH CHAPTER IN THE MANUAL HAS TWO MAJOR SECTIONS, THE FIRST CONTAINING A GENERAL DISCUSSION OF THE CHAPTER TOPIC AND THE SECOND CONTAINING DETAILED GUIDELINES WHICH SUGGEST SPECIFIC COURSES OF ACTION FOR THOSE WHO ACCEPT THE PRINCIPLES OF THE CHAPTER AND WISH TO PUT THEM INTO PRACTICE IN A SCHOOL SYSTEM. A MODEL FOR EFFECTIVE PLANNING AND DECISION MAKING IS DEVELOPED IN THE FIRST CHAPTER AND IS DEMONSTRATED IN CHAPTERS 3 AND 4, WHICH DEAL WITH SCHOOL SYSTEM ORGANIZATION AND PERSONNEL ADMINISTRATION. THE SECOND CHAPTER FOCUSES ON THE ROLES OF THE SCHOOL BOARD AND SCHOOL ADMINISTRATORS IN THE DECISION-MAKING PROCESS. CHAPTERS 5 THROUGH 10 ARE CONCERNED WITH MANAGEMENT OF THE SUPPORT SERVICES OF SCHOOL SYSTEMS AND INCLUDE GUIDELINES FOR EFFICIENT FINANCIAL MANAGEMENT, PLANT MANAGEMENT AND DEVELOPMENT, PUPIL TRANSPORTATION, PURCHASING, AND DATA PROCESSING. THE FINAL CHAPTER ILLUSTRATES PRINCIPLES FOR EFFECTIVELY LINKING THE SCHOOL SYSTEM WITH ITS SOCIAL ENVIRONMENT. (JH)

AVAILABILITY: PUBLICATIONS SALES OFFICE, THE ONTARIO INSTITUTE FOR STUDIES IN EDUCATION, 102 BLOOR STREET WEST, TORONTO 5, ONTARIO, CANADA ($3.50).

INSTITUTION NAME: ONTARIO INST. FOR STUDIES IN EDUCATION, TORONTO. DEPT. OF EDUCATIONAL ADMINISTRATION.

ACCESSION NUMBERS: ED030745 VT008794

PUBLICATION DATE: JUN 69

TITLE: DEVELOPMENT AND EVALUATION OF A CURRICULUM OF WAGE EARNING OCCUPATION. FINAL REPORT.

PERSONAL AUTHOR: CARN, LUELLA L.; MORROW, MARY ELIZABETH

INSTITUTION CODE: SYN01500

SPONSORING AGENCY CODE: BBB01105

DESCRIPTOR: CLOTHING INSTRUCTION; *COMPREHENSIVE HIGH SCHOOLS; *CURRICULUM DEVELOPMENT; *CURRICULUM EVALUATION; CURRICULUM GUIDES; FOODS INSTRUCTION; MAIDS; *OCCUPATIONAL HOME ECONOMICS; QUESTIONNAIRES; RECORDS (FORMS); SECONDARY GRADES; *SERVICE OCCUPATIONS

IDENTIFIER: ALTOONA AREA HIGH SCHOOL; PENNSYLVANIA

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$4.30

DESCRIPTIVE NOTE: 84P.

ISSUE: RIENOV69

A 3-YEAR CURRICULUM TO BE OFFERED BY A COMPREHENSIVE HIGH SCHOOL TO PREPARE GRADUATES FOR A WIDE RANGE OF OCCUPATIONS GROWING OUT OF THE KNOWLEDGE AND SKILLS OF HOME ECONOMICS WAS DESIGNED AND IMPLEMENTED. THE FOLLOWING CURRICULUM WAS DEVELOPED: (1) SOPHOMORE YEAR--ENGLISH, AMERICAN HISTORY, BIOLOGY, MATHEMATICS, ORIENTATION TO THE WORKING WORLD AND INTRODUCTION TO CLOTHING CONSTRUCTION, TYPING, AND PHYSICAL EDUCATION, (2) JUNIOR YEAR--ENGLISH, PROBLEMS OF DEMOCRACY, RECORDKEEPING AND INSTITUTIONAL HOUSEKEEPING, FOOD PREPARATION AND QUANTITY FOODS, CLOTHING WORKSHOPS, AND PHYSICAL EDUCATION, AND (3) SENIOR YEAR--ENGLISH, WORLD CULTURES, HEALTH (ELECTIVE), WORK EXPERIENCE IN TWO AREAS, AND PHYSICAL EDUCATION. THIRTY-SEVEN STUDENTS PARTICIPATED IN THE PROGRAM THE FIRST YEAR, 81 THE SECOND YEAR, AND 81 THE THIRD YEAR, AND CHANGES RESULTING FROM EVALUATION WERE INCORPORATED EACH YEAR. IT WAS CONCLUDED THAT BOYS AND GIRLS WITH VARYING LEVELS OF ABILITY CAN BE TRAINED IN OCCUPATIONS GROWING OUT OF HOME ECONOMICS KNOWLEDGES AND SKILLS AND THAT A 2- OR 3-YEAR CURRICULUM CAN BE IMPLEMENTED IN THE COMPREHENSIVE HIGH SCHOOL. (JK)

AVAILABILITY: ALTOONA AREA SCHOOL DISTRICT, 1415 SEVENTH AVENUE, ALTOONA, PENNSYLVANIA 16603

INSTITUTION NAME: ALTOONA AREA SCHOOL DISTRICT, PA.

SPONSORING AGENCY NAME: PENNSYLVANIA STATE DEPT. OF PUBLIC INSTRUCTION, HARRISBURG. BUREAU OF VOCATIONAL, TECHNICAL, AND CONTINUING EDUCATION.

ACCESSION NUMBERS: ED030328 EM007304

PUBLICATION DATE: 69

TITLE: THIS IS NHK.

INSTITUTION CODE: KMU39160

DESCRIPTOR: AUTOMATION; *BROADCAST INDUSTRY; BROADCAST TELEVISION; COMMUNICATION SATELLITES; DATA PROCESSING; EDUCATIONAL TELEVISION; ELECTRONIC CONTROL; ELECTRONIC DATA PROCESSING; ELECTRONIC EQUIPMENT; ENGINEERING TECHNOLOGY; EQUIPMENT UTILIZATION; FOREIGN CULTURE; *JAPANESE; MASS INSTRUCTION; NETWORKS; PUBLIC OPINION; *PUBLIC TELEVISION; *RADIO; SOCIAL ENVIRONMENT; *TELEVISION; TELEVISION REPAIRMEN; TELEVISION RESEARCH

IDENTIFIER: NHK; NIPPON HOSO KYOKAI

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$3.25

DESCRIPTIVE NOTE: 63P.

ISSUE: RIENOV69

NIPPON HOSO KYOKAI (JAPAN BROADCASTING CORPORATION--NHK) IS THE ONLY PUBLIC SERVICE BROADCASTING CORPORATION IN JAPAN. FINANCED ALMOST EXCLUSIVELY BY SUBSCRIBERS FEES, NHK RUNS TWO TELEVISION SERVICES, TWO RADIO NETWORKS, AND AN FM SERVICE. ITS 60 MILLION VIEWERS MAY CHOOSE FROM ENTERTAINMENT PROGRAMING SUCH AS QUIZ SHOWS, MUSICALS, SERIALS, AND DRAMA; EDUCATIONAL PROGRAMING FOR SCHOOL CHILDREN AND ADULTS; AND NEWS AND INFORMATION PROGRAMING WHICH DRAWS ON THE RESOURCES OF 25 OVERSEAS BUREAUS AND A SATELLITE HOOKUP. ELECTRONIC DATA PROCESSING SYSTEMS SCHEDULE; CALCULATE AND ALLOCATE FACILITIES, EQUIPMENT, AND PERSONNEL; MONITOR FOR TRANSMISSION TROUBLE; AND AUTOMATE MUCH OF THE OPERATION OF BROADCASTING AND RECORDING EQUIPMENT. NHK TRAINS TELEVISION REPAIRMEN AND PRODUCTION AND ENGINEERING STAFF, OPERATES AN OVERSEAS RADIO STATION, CONDUCTS PUBLIC OPINION RESEARCH, AND DOES BASIC AND APPLIED RESEARCH AND DEVELOPMENT IN BROADCAST ENGINEERING. A LIST OF 14 ENGLISH LANGUAGE PUBLICATIONS OF THE NHK APPEARS AT THE END OF THE REPORT. (JY)

INSTITUTION NAME: JAPAN BROADCASTING CORP., TOKYO. PUBLIC RELATIONS BOARD.

ACCESSION NUMBERS: ED029975 VT009492

PUBLICATION DATE: JAN 69

TITLE: HOME ECONOMICS RELATED OCCUPATIONS TRAINING PLANS.

PERSONAL AUTHOR: KURSINEL, P., ED.

INSTITUTION CODE: BB901850

DESCRIPTOR: CHILD CARE OCCUPATIONS; CLOTHING MAINTENANCE SPECIALISTS; COMPANIONS (OCCUPATION); *COOPERATIVE EDUCATION; FOOD SERVICE OCCUPATIONS; *LEARNING ACTIVITIES; MAIDS; *OCCUPATIONAL HOME ECONOMICS; ON THE JOB TRAINING; *PROGRAM GUIDES; RECORDS (FORMS); SALES OCCUPATIONS; *SERVICE OCCUPATIONS

EDRS PRICE: EDRS PRICE MF-$0.50 HC NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 70P.

ISSUE: RIEOCT69

A FRAMEWORK IS PROVIDED FOR TEACHER USE IN COORDINATING RELATED CLASSROOM INSTRUCTION, VOCATIONAL HOMEMAKING STUDENT CAREER OBJECTIVES, AND PLANNED TRAINING STATION LEARNING EXPERIENCES. THE DETAILS WERE PREPARED AND REVISED BY STUDENTS OF HOME ECONOMICS RELATED OCCUPATIONS 535 AT INDIANA STATE UNIVERSITY. CHILD CARE OCCUPATION PLANS INCLUDE THOSE FOR AIDS IN THE HOME, KINDERGARTEN, NURSERY SCHOOL, AND THE PLAYGROUND. CLOTHING RELATED JOBS FOR ALTERATIONS PERSONNEL, MAINTENANCE AND REPAIR WORKERS, AND RECEIVERS AND SPOTTERS AT THE DRY CLEANERS ARE OUTLINED. FOOD SERVICE OCCUPATION EXPERIENCES ARE OUTLINED FOR: (1) ASSISTANT BAKER, (2) CATERER ASSISTANT, (3) COUNTERMAN IN A LUNCH ROOM OR COFFEE SHOP, (4) DISHWASHER, (5) GROCERY CHECKER, (6) HOSPITAL DIET ORDER CLERK, (7) HOSPITAL TRAY GIRL, (8) SALAD GIRL, AND (9) SHORT ORDER COOK. SUGGESTED AREAS OF TRAINING AND EXPERIENCES FOR HOUSEHOLD MANAGEMENT JOBS ARE INCLUDED FOR A HOME MAINTENANCE AID, HOMEMAKERS ASSISTANT, HOTEL HOUSEKEEPER, AND SCHOOL JANITORESS. EXPERIENCES FOR JOBS IN SALES AND CARE OF THE ELDERLY ARE ALSO PLANNED. (ED)

AVAILABILITY: VOCATIONAL INSTRUCTIONAL MATERIALS LABORATORY, SCHOOL OF TECHNOLOGY, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($.75).

INSTITUTION NAME: INDIANA RESEARCH AND DEVELOPMENT COORDINATING UNIT FOR VOCATIONAL AND TECHNICAL EDUCATION, TERRE HAUTE.

ACCESSION NUMBERS: ED029974 VT008473

PUBLICATION DATE: 67

TITLE: INSTRUCTIONAL MATERIALS FOR OCCUPATIONAL HOME ECONOMICS: FOOD SERVICE AREA.

INSTITUTION CODE: BBB01853

DESCRIPTOR: ACHIEVEMENT TESTS; ASSIGNMENTS; *COOPERATIVE EDUCATION; *FOOD SERVICE; *FOOD SERVICE WORKERS; FOODS INSTRUCTION; HIGH SCHOOLS; *OCCUPATIONAL HOME ECONOMICS; *STUDY GUIDES; SUPPLEMENTARY TEXTBOOKS

EDRS PRICE: EDRS PRICE MF-$1.50 HC NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 356P.

ISSUE: RIEOCT69

MATERIALS WERE DEVELOPED BY SUBJECT MATTER SPECIALISTS AT AN INDIANA STATE UNIVERSITY WORKSHOP FOR TEACHER USE WHEN PLANNING A COOPERATIVE OCCUPATIONAL TRAINING PROGRAM FOR SUPERVISED FOOD SERVICE WORKERS. CONTENT AREAS, EACH PRINTED ON A DIFFERENT COLOR PAPER, INCLUDE: (1) GROOMING AND PUBLIC RELATIONS, (2) COUNTER AND CAFETERIA SERVICE, (3) DINING ROOM SERVICE, (4) FOOD PREPARATION, (5) CLEANING AND EQUIPMENT, AND (6) SANITATION AND SAFETY. SECTIONS CONTAIN: (1) INFORMATION SHEETS SUBDIVIDED INTO OBJECTIVES, INTRODUCTION, INFORMATION AND REFERENCES, (2) INSTRUCTION UNITS CONTAINING PREFACES, REFERENCES, AND PROCEDURES, (3) TASK SHEETS LISTING EQUIPMENT, MATERIALS, REFERENCES AND PROCEDURES, AND (4) ASSIGNMENT AND OPERATION SHEETS CONTAINING OBJECTIVES, INFORMATION, AND PROCEDURES. DETAILED INFORMATION AND PROCEDURES ARE ILLUSTRATED WITH LINE DRAWINGS. THE APPENDIX CONTAINS AN ORGANIZATION CHART MODEL, A JOB ANALYSIS MODEL, JOB SPECIFICATION MODEL, JOB DESCRIPTION MODEL, AND SELECTED REFERENCES. (EP)

AVAILABILITY: VOCATIONAL INSTRUCTIONAL MATERIALS LABORATORY, SCHOOL OF TECHNOLOGY, INDIANA STATE UNIVERSITY, TERRE HAUTE, INDIANA 47809 ($2.25)

INSTITUTION NAME: INDIANA STATE DEPT. OF PUBLIC INSTRUCTION, INDIANAPOLIS. VOCATIONAL HOME ECONOMICS EDUCATION.

ACCESSION NUMBERS: ED029946 VT006188

PUBLICATION DATE: MAR 68

TITLE: OCCUPATIONS FOR YOU, PART TWO.

INSTITUTION CODE: BBB01843

DESCRIPTOR: *CAREER PLANNING; CLERICAL OCCUPATIONS; EDUCATIONAL NEEDS; EMPLOYMENT PROJECTIONS; EMPLOYMENT QUALIFICATIONS; INFORMATION SOURCES; JOB SKILLS; *OCCUPATIONAL GUIDANCE; *OCCUPATIONAL INFORMATION; SALES OCCUPATIONS; SERVICE OCCUPATIONS; *STUDY GUIDES; WAGES; WORK ENVIRONMENT

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$5.70

DESCRIPTIVE NOTE: 112P.

ISSUE: RIEOCT69

THE BOOKLET IS INTENDED TO ASSIST YOUNG PEOPLE TO SECURE INFORMATION IMPORTANT TO MAKING VOCATIONAL CHOICES. INFORMATION ABOUT THE FOLLOWING WORKERS IS INCLUDED: (1) CASHIERS, (2) KEYPUNCH OPERATORS, (3) MAIL CARRIERS AND POSTAL CLERKS, (4) SECRETARIES, (5) SHIPPING AND RECEIVING CLERKS, (6) STOCK CLERKS AND GENERAL STOCK HANDLERS, (7) TYPISTS, (8) OUTSIDE SALESMEN, (9) SALES CLERKS, (10) BARBERS, (11) BEAUTY OPERATORS, (12) DRYCLEANERS, (13) HOSPITAL ATTENDANTS AND NURSE AIDES, (14) LAUNDRY WORKERS, (15) LICENSED PRACTICAL NURSES, (16) TAXI DRIVERS, (17) TELEPHONE OPERATORS, (18) WAITERS AND WAITRESSES, (19) COMMERCIAL ARTISTS, (20) FACTORY ASSEMBLERS, (21) FIREMEN, (22) POLICEMEN AND POLICEWOMEN. FOR EACH GROUP, INFORMATION IS ORGANIZED UNDER THE HEADINGS: (1) WHAT THEY DO, (2) TRAINING AND REQUIREMENTS, (3) EARNINGS AND WORKING CONDITIONS, (4) EMPLOYMENT OUTLOOK, AND (5) WHERE TO GET FURTHER INFORMATION. ED 017 704 IS A RELATED DOCUMENT WHICH SUPPLIES INFORMATION ABOUT OTHER OCCUPATIONS. (JK)

INSTITUTION NAME: ALLINGTON CORP., ALEXANDRIA, VA.

ACCESSION NUMBERS: ED029423 EC003897

PROGRAM AREA: 40

PUBLICATION DATE: MAR 69

TITLE: THE USE OF OVERHEAD PROJECTION IN CLASSROOMS FOR THE MENTALLY RETARDED.

PERSONAL AUTHOR: MEYEN, EDWARD L.; AND OTHERS

INSTITUTION CODE: BBB00810; JX039775

SPONSORING AGENCY CODE: JX039625; RM066000

DESCRIPTOR: *AUDIOVISUAL AIDS; EQUIPMENT MAINTENANCE; EQUIPMENT UTILIZATION; *EXCEPTIONAL CHILD EDUCATION; FREEHAND DRAWING; INSTRUCTIONAL MATERIALS; MATERIAL DEVELOPMENT; *MENTALLY HANDICAPPED; *OVERHEAD PROJECTORS; PROJECTION EQUIPMENT; TEACHER DEVELOPED MATERIALS; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$4.30

DESCRIPTIVE NOTE: 84P.

ISSUE: RIEOCT69

THE NEED FOR VISUAL PRESENTATION IN CLASSES FOR THE MENTALLY RETARDED IS PRESENTED, AND PROJECTOR OPERATION AND MAINTENANCE ARE DESCRIBED. TRANSPARENCY PRODUCTION AND DESIGN ARE CONSIDERED, AND TEACHING WITH THE OVERHEAD PROJECTOR IS DISCUSSED. (JD)

GRANT NUMBER: OEG-3-7-002883-0499

BUREAU NUMBER: BR-6-2883

INSTITUTION NAME: IOWA UNIV., IOWA CITY.; SPECIAL EDUCATION CURRICULUM DEVELOPMENT CENTER, IOWA CITY, IOWA.

SPONSORING AGENCY NAME: IOWA STATE DEPT. OF PUBLIC INSTRUCTION, DES MOINES.; OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED029257 AC004527

PUBLICATION DATE: JAN 69

TITLE: TRAINING ANALYSIS DIGEST FOR TECHNICAL AND MILITARY TRAINING, NO. 5.

INSTITUTION CODE: BBB01910

DESCRIPTOR: COMMUNICATIONS; ELECTRONICS; *ENLISTED MEN; EQUIPMENT MAINTENANCE; HEALTH OCCUPATIONS; *INSTRUCTIONAL IMPROVEMENT; LOW ABILITY STUDENTS; *MILITARY AIR FACILITIES; MILITARY TRAINING; *OFFICER PERSONNEL; PROGRAM EVALUATION; RESEARCH; SPECIALISTS; STATISTICAL DATA; STUDENT EVALUATION; TECHNICAL EDUCATION; TRAINING TECHNIQUES

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$6.15

DESCRIPTIVE NOTE: 121P.

ISSUE: RIEOCT69

THE TRAINING ANALYSIS DIGEST IS A COMPILATION OF TRAINING IMPROVEMENT STUDIES AND PROJECTS WHICH HAVE CONTRIBUTED TO BETTER INSTRUCTION AND THE REFINEMENT OF COURSE CONTENT. IT PROVIDES A SYSTEM FOR REPORTING THE EFFORTS OF INDIVIDUAL TRAINING CENTERS AT THE CHANUTE, KEESLER, LACKLAND, LOWRY, AND SHEPPARD AIR FORCE BASES IN IMPROVING ENLISTED MEN AND OFFICER COURSES AND IN EVALUATING COURSE GRADUATES. BASIC TRAINING, MEDICAL SERVICES, EQUIPMENT OPERATION, WEAPONS SYSTEMS, COMMUNICATIONS, ELECTRONICS MAINTENANCE AND REPAIR, PROCUREMENT, INSTRUCTIONAL PROGRAM PLANNING, AND PROJECT 100,000 FOR LOW ABILITY PERSONNEL ARE AMONG THE ACTIVITIES AND SUBJECT AREAS REPRESENTED. REPORT SUMMARIES, WITH APPLICATIONS OF FINDINGS AND CONCLUSIONS, ARE GIVEN FOR 16 COMPLETED AND SEVEN INCOMPLETE PROJECTS. THREE COMPLETED AND SIX INCOMPLETE CATEGORY TEST PROJECTS ARE ALSO DESCRIBED, ALONG WITH 70 SPECIAL STUDIES AND PROJECTS (27 INCOMPLETE) AND 140 CHANGES TO ATC (AIR TRAINING COMMAND) TYPE 3 TECHNICAL TRAINING COURSES. COURSE MEMBERS AND TITLES, SPECIFIC CHANGES, AND REASONS ARE INDICATED FOR ITEMS IN THIS LAST CATEGORY. ALSO INCLUDED ARE STATISTICAL SUMMARIES OF COURSE CHANGES, ACTIVATIONS, AND DISCONTINUATIONS. (AUTHOR/LY)

INSTITUTION NAME: AIR TRAINING COMMAND, RANDOLPH AFB, TEX.

ACCESSION NUMBERS: ED029249 AC004488

PUBLICATION DATE: JUL 67

TITLE: THE FUNCTIONAL CONTEXT METHOD OF INSTRUCTION.

PERSONAL AUTHOR: SHOEMAKER, HARRY A.

INSTITUTION CODE: YUB28045

DESCRIPTOR: *ELECTRONICS; *EQUIPMENT MAINTENANCE; *MILITARY TRAINING; RADIO TECHNOLOGY; RESEARCH; *TEACHING METHODS; *TECHNICAL EDUCATION

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 9P.

ISSUE: RIEOCT69

THE FUNCTIONAL CONTEXT METHOD OF INSTRUCTION FOR RADIO REPAIR TRAINING IS DESCRIBED. ALTHOUGH LIMITED TO ELECTRONICS HERE, IT IS APPLICABLE IN OTHER TYPES OF TRAINING. THE BASIC PREMISE OF THE METHOD IS TWOFOLD: THE CONTEXT OF THE MATERIAL TO BE LEARNED MUST BE MEANINGFUL TO THE LEARNER AND MUST, AT THE SAME TIME, BE DIRECTLY RELEVANT TO THE GOALS OF THE TRAINING PROGRAM. A "WHOLE-TO-PART" TRAINING SEQUENCE IS USED RATHER THAN THE CONVENTIONAL "PART-TO-WHOLE" METHOD. WITHIN THIS FRAMEWORK, BASIC ELECTRONICS IS TAUGHT IN THE BROADER CONTEXT OF OVERALL EQUIPMENT FUNCTIONS AND MAINTENANCE OPERATIONS. (AUTHOR/LY)

AVAILABILITY: CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VIRGINIA 22151 (AD-656-939, MF $0.65, HC $3.00)

JOURNAL CITATION: IRE TRANSACTIONS ON EDUCATION; V-E-3 N2 P52-57 JUN 1960

INSTITUTION NAME: GEORGE WASHINGTON UNIV., ALEXANDRIA, VA. HUMAN RESOURCES RESEARCH OFFICE.

ACCESSION NUMBERS: ED027697 EE002358

PUBLICATION DATE: AUG 67

TITLE: ELEMENTS OF SUCCESSFUL PLANT MANAGEMENT.

PERSONAL AUTHOR: SWEITZER, JOHN H.

INSTITUTION CODE: BBB00336

DESCRIPTORS: *ADMINISTRATION; ADMINISTRATOR GUIDES; *ADMINISTRATOR ROLE; BIBLIOGRAPHIES; BUILDINGS; *COLLEGES; *MAINTENANCE; *MANAGEMENT; PLANNING; SPEECHES; SUPERINTENDENT ROLE

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.15

DESCRIPTIVE NOTE: 21P.; SPEECH DELIVERED AT 12TH ANNUAL WORKSHOP, THE COUNCIL FOR THE ADVANCEMENT OF SMALL COLLEGES, DOMINICAN COLLEGE, RACINE, WISC., AUG 7-11, 1967.

ISSUE: RIEAUG69

THE PHYSICAL PLANT ADMINISTRATOR MANAGES MEN, MONEY AND MATERIALS TO CREATE THE BEST POSSIBLE PHYSICAL ENVIRONMENT FOR THE EDUCATIONAL PROCESSES AT HIS INSTITUTION. AREAS OF CONCERN OF THE PLANT ADMINISTRATOR ARE ADMINISTRATION, BUILDING MAINTENANCE, JANITORIAL SERVICES, TRAFFIC, SECURITY AND SAFETY, UTILITIES, GROUNDS, ALTERATIONS, AND IMPROVEMENTS. ELEMENTS SUGGESTED FOR SUCCESSFUL PLANT MANAGEMENT ARE--(1) PLANNING, BOTH IMMEDIATE AND LONG-RANGE--DEFINING GOALS AND DETERMINING MEANS, (2) ORGANIZING, WITH EMPHASIS ON COMMUNICATIONS, (3) SUPERVISION--DIRECTING, MOTIVATING AND CO-ORDINATING, AND (4) CONTROLLING--SETTING STANDARDS, CHECKING AND REPORTING ON PERFORMANCE, AND CORRECTION OF PERFORMANCE. DEVELOPMENT OF PEOPLE IS ALSO LISTED AS AN IMPORTANT ASPECT OF SUCCESSFUL PLANT ADMINISTRATION. A JOB DESCRIPTION FOR A SUPERINTENDENT OF BUILDINGS AND GROUNDS IS OUTLINED UNDER TWO MAJOR HEADINGS--(1) DEVELOPMENT FOR APPROVAL OF THE BUSINESS MANAGER PROGRAMS FOR THE MAINTENANCE, REPAIR, AND OPERATION OF COLLEGE BUILDINGS AND GROUNDS, AND (2) ASSISTING, SERVING AND ACTING FOR THE BUSINESS MANAGER IN PLANNING THE DEVELOPMENT OF THE PHYSICAL PLANT. (HH)

INSTITUTION NAME: NATIONAL ASSOCIATION OF PHYSICAL PLANT ADMINISTRATORS OF UNIVERSITIES AND COLLEGES, RICHMOND, IND.

ACCESSION NUMBERS: ED027674 EC003561

PUBLICATION DATE: 67

TITLE: GUIDES TO SPECIAL EDUCATION IN NORTH DAKOTA. VOLUME III, SPEECH AND HEARING SERVICES IN PUBLIC SCHOOLS. ---

PERSONAL AUTHOR: SMALTZ, JANET M., ED.

INSTITUTION CODE: RFB64575

DESCRIPTOR: ADMINISTRATION; AUDIOMETRIC TESTS; AUDITORY EVALUATION; *AURALLY HANDICAPPED; CLINICAL DIAGNOSIS; EQUIPMENT MAINTENANCE; *EXCEPTIONAL CHILD EDUCATION; FACILITY REQUIREMENTS; HEALTH SERVICES; HEARING AIDS; IDENTIFICATION; PROGRAM PLANNING; RECORDS (FORMS); SCHEDULING; *SPEECH HANDICAPPED; SPEECH THERAPISTS; *SPEECH THERAPY; *STATE PROGRAMS; TEACHER CERTIFICATION; TEACHING METHODS; WELFARE SERVICES

IDENTIFIER: NORTH DAKOTA

EDRS PRICE: EDRS PRICE MF-$0.75 HC-$6.65

DESCRIPTIVE NOTE: 131P.

ISSUE: RIEAUG69

GUIDELINES ARE PROVIDED FOR THE ESTABLISHMENT AND MAINTENANCE OF PUBLIC SCHOOL SPEECH AND HEARING PROGRAMS. ADMINISTRATIVE INFORMATION COVERS PLANNING THE SPEECH CORRECTION PROGRAM, DIFFERENT TYPES OF PROGRAMS, QUALIFICATIONS AND RESPONSIBILITIES OF CLINICIANS, FACILITIES FOR THE PROGRAMS, SUGGESTIONS FOR SUPERVISORS, AND STATE REGULATIONS AND RESPONSIBILITIES. ORGANIZATION OF THE SPEECH CORRECTION PROGRAM INCLUDES SCREENING AND EVALUATION, SCHEDULING, GROUP AND INDIVIDUAL THERAPY, PARENT CONTACTS, AND EQUIPMENT AND SUPPLIES. THE PROGRAM OUTLINE IN HEARING DEALS WITH IDENTIFICATION AUDIOMETRY, GOALS FOR THE SCHOOL-AGE CHILD, PERIODICITY OF TESTING, PERSONNEL NEEDS, RECORD KEEPING, PROGRAM EVALUATION, REFERRAL CRITERIA, RECOMMENDED MINIMUM STANDARDS OF ENVIRONMENT AND EQUIPMENT, FREQUENCIES TO BE TESTED, INTENSITY LEVELS, AND MAINTENANCE OF EQUIPMENT. TEST METHODOLOGY IS DESCRIBED, AND INFORMATION IS INCLUDED ON USE AND MAINTENANCE OF HEARING AIDS. A FINAL SECTION DISCUSSES PROFESSIONAL PERSONNEL LIAISON; PARENT ROLE; HEALTH, WELFARE, AND REHABILITATION SERVICES; SPEECH AND HEARING PROGRAMS AND SCHOOLS; AND COMMUNITY INFORMATION PROJECTS. ADMINISTRATIVE RECORDS AND CLINICAL FORMS, STANDARDS AND INFORMATION FOR CLINICIANS, RULES FOR OPERATION AND MAINTENANCE OF EQUIPMENT, SUGGESTIONS FOR TEACHERS AND PARENTS, A 10-ITEM BIBLIOGRAPHY, AND A LIST OF THREE INSTRUCTIONAL MATERIALS ARE INCLUDED. (JB)

INSTITUTION NAME: NORTH DAKOTA STATE DEPT. OF PUBLIC INSTRUCTION, BISMARK.

ACCESSION NUMBERS: ED027505 AC004214

PUBLICATION DATE: 68

TITLE: MANAGEMENT SERVICES: A TRAINING GUIDE FOR OUT-OF-SCHOOL YOUTH AND ADULTS.

INSTITUTION CODE: BBBD1243

DESCRIPTOR: ADULTS; BIBLIOGRAPHIES; CHILD CARE; EMPLOYER EMPLOYEE RELATIONSHIP; FOODS INSTRUCTION; GLOSSARIES; *GUIDES; *HOMEMAKING EDUCATION; MAINTENANCE; *MANAGERIAL OCCUPATIONS; NURSES AIDES; *OCCUPATIONAL HOME ECONOMICS; OLDER ADULTS; OUT OF SCHOOL YOUTH; RESPONSIBILITY; SCHEDULING; VISITING HOMEMAKERS; VOCATIONAL ADJUSTMENT; *VOCATIONAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$5.25

DESCRIPTIVE NOTE: 103P.

ISSUE: RIEAUG69

THIS GUIDE IS INTENDED TO AID ADULT EDUCATION DIRECTORS, SCHOOL PRINCIPALS, SUPERVISORS OF HOME ECONOMICS, AND AREA CENTER PROGRAM PLANNERS IN ORGANIZING OCCUPATIONAL PROGRAMS FOR ADULTS, AND TO HELP INSTRUCTORS TRAIN ADULTS FOR EMPLOYMENT IN MANAGEMENT SERVICES IN PUBLIC AND PRIVATE INSTITUTIONS AND HOUSING PROJECTS. SECTION I OUTLINES SUGGESTED TIME ALLOCATIONS AND OTHER ELEMENTS IN ORGANIZING THE TRAINING PROGRAM. SECTION II PRESENTS A NINE UNIT OUTLINE FOR SUCH FAMILY SERVICE OCCUPATIONS AS COMPANION, HOME HEALTH AIDE, HOMEMAKER, VISITING HOMEMAKER, AND NURSEMAID. THE LAST SECTION OUTLINES A SEVEN UNIT PROGRAM FOR SUCH RELATED MANAGERIAL OCCUPATIONS AS MANAGEMENT AIDE, LODGING FACILITIES MANAGER, HOUSEMOTHER, COTTAGE PARENT, AND HOTEL AND INSTITUTION KEEPER. HUMAN RELATIONS, ADJUSTMENT TO THE WORLD OF WORK, MANAGERIAL RESPONSIBILITIES, FEEDING THE FAMILY, CARING FOR THE ILL AND CONVALESCENT, DEVELOPING GOOD STAFF MEMBERS, AIDING CLIENTS, AND PROVIDING EFFECTIVE MAINTENANCE AND FOOD SERVICES ARE AMONG THE TOPICS COVERED. A GLOSSARY, INDEX, AND BIBLIOGRAPHY OF SOURCE MATERIALS ARE INCLUDED. FREE COPIES OF THIS DOCUMENT ARE AVAILABLE TO NEW YORK STATE SCHOOL PERSONNEL WHEN ORDERED THROUGH A SCHOOL ADMINISTRATOR FROM THE PUBLICATIONS DISTRIBUTION UNIT, STATE EDUCATION BUILDING, ALBANY, NEW YORK 12224. (LY)

INSTITUTION NAME: NEW YORK STATE EDUCATION DEPT., ALBANY. BUR. OF CONTINUING EDUCATION CURRICULUM DEV.

ACCESSION NUMBERS: ED026769 EC003038

PUBLICATION DATE: 31 AUG 65

TITLE: TO DEVELOP WORK EVALUATION AND WORK TRAINING TECHNIQUES DESIGNED TO FACILITATE THE ENTRY OF MILDLY MENTALLY RETARDED INTO SERVICE OCCUPATIONS. FINAL PROJECT REPORT.

PERSONAL AUTHOR: HALL, DAVID; AND OTHERS

INSTITUTION CODE: QPX37823

SPONSORING AGENCY CODE: EGK92280

DESCRIPTOR: CURRICULUM DESIGN; CUSTODIAN TRAINING; EDUCABLE MENTALLY HANDICAPPED; *EXCEPTIONAL CHILD RESEARCH; FOOD SERVICE WORKERS; HEALTH SERVICES; JOB ANALYSIS; JOB SKILLS; JOB TRAINING; *MENTALLY HANDICAPPED; OCCUPATIONAL SURVEYS; ON THE JOB TRAINING; PROGRAM DESIGN; *PROGRAM PLANNING; RATING SCALES; SERVICE OCCUPATIONS; SERVICE WORKERS; *VOCATIONAL REHABILITATION; VOCATIONAL TRAINING CENTERS

IDENTIFIER: TOWER SYSTEM

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.05

DESCRIPTIVE NOTE: 39P.

ISSUE: RIEJUL69

A PROJECT TO DEVELOP A SYSTEM OF VOCATIONAL EVALUATION AND TRAINING TO HELP THE MILDLY MENTALLY RETARDED (IQ 50 TO 79) ENTER CERTAIN SERVICE OCCUPATIONS IS DESCRIBED. METHODS OF PROCEDURE ARE DISCUSSED; THESE INCLUDE RESEARCH READING AND SURVEYS OF BOTH FACILITIES FOR THE RETARDED AND COMMERCIAL FACILITIES. SPECIFICATIONS OF JOBS ARE PRESENTED IN ANALYSIS CHARTS; BASIC JOB FACTORS AND RELATED WORK FACTORS ARE OUTLINED. JOB ACTIVITIES AND A TRAINING CURRICULUM OUTLINE ARE GIVEN FOR THE AREAS OF JANITORIAL AND BUILDING MAINTENANCE, FOOD SERVICE AND HANDLING, AND HOSPITAL SERVICE WORK. ADDITIONAL DISCUSSIONS ARE OF ON-THE-JOB EXPERIENCE, AND RECOMMENDATIONS FOR THE DEMONSTRATION PROJECT INCLUDING THE PROJECT STAFF, CLIENT SOURCE, PROGRAM SCHEDULE, AND AN OUTLINE OF THE PROPOSED DEMONSTRATION PROJECT. ELEVEN EXHIBITS ARE PRESENTED GIVING FURTHER INFORMATION ON THE JOB SURVEY AND ON JOB EVALUATION; A BIBLIOGRAPHY LISTS 32 ITEMS. (LE)

GRANT NUMBER: RD-1588-P65

INSTITUTION NAME: INSTITUTE FOR THE CRIPPLED AND DISABLED, NEW YORK.

SPONSORING AGENCY NAME: VOCATIONAL REHABILITATION ADMINISTRATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED026609 AC003748

PUBLICATION DATE: NOV 67

TITLE: PROCEEDINGS OF THE NAVAL TRAINING DEVICE CENTER AND INDUSTRY CONFERENCE (2ND, NOVEMBER 28-30, 1967).

INSTITUTION CODE: HWP57530

DESCRIPTOR: AUDIOVISUAL AIDS; COMPUTER ASSISTED INSTRUCTION; CONTRACTS; COST EFFECTIVENESS; ELECTROMECHANICAL AIDS; FLIGHT TRAINING; HUMAN ENGINEERING; *INDUSTRIAL TRAINING; MAINTENANCE; *MILITARY TRAINING; PROGRAMED INSTRUCTION; SAFETY; *SIMULATION; STATISTICAL DATA; SYSTEMS DEVELOPMENT; *TECHNICAL EDUCATION; TIME FACTORS (LEARNING); TRAINING TECHNIQUES; TRANSFER OF TRAINING

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 360P.

ISSUE: RIEJUL69

THIS REPORT CONSISTS OF 40 CONFERENCE PAPERS ACTUALLY PRESENTED, AND FOUR OTHERS SUBMITTED BUT NOT PRESENTED DUE TO LACK OF TIME. IT CONCENTRATES ON THE TECHNICAL PROBLEMS CONFRONTING ORGANIZATIONS HAVING A PRIME INTEREST IN SIMULATION FOR TRAINING, AND STRESSES THE COOPERATION OF THE MILITARY EDUCATOR AND THE TECHNICAL COMMUNITY TO ACHIEVE A PRODUCT THAT SATISFIES THE TRAINING MISSION, IS COST EFFECTIVE, AND IS TRAINING TIME EFFECTIVE. PROGRAMED INSTRUCTION, DISPLAY SYSTEMS, LOGISTICS, VALUE ENGINEERING, HUMAN ENGINEERING, FLIGHT TRAINING, TRANSFER OF TRAINING, MANAGEMENT PLANNING, AND CONTRACT NEGOTIATION ARE AMONG THE TOPICS DISCUSSED. THE DOCUMENT INCLUDES 260 TABLES AND FIGURES. (AUTHOR/LY)

REPORT NUMBER: NAVTRADEVCEN-IH-143

AVAILABILITY: CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VIRGINIA 22151 (AD-672-567, MF $0.65, HC $3.00).

INSTITUTION NAME: NAVAL TRAINING DEVICE CENTER, ORLANDO, FLA.

ACCESSION NUMBERS: ED026568 AC003177

PUBLICATION DATE: 27 SEP 67

TITLE: GENERAL AVIATION PILOT EDUCATION PROGRAM.

PERSONAL AUTHOR: COLE, WARREN L.

INSTITUTION CODE: PBB01304

DESCRIPTOR: *ACCIDENT PREVENTION; CURRICULUM; EDUCATIONAL NEEDS; EQUIPMENT MAINTENANCE; *FLIGHT TRAINING; INSTRUCTIONAL MATERIALS; LECTURE; MATERIAL DEVELOPMENT; PARTICIPANT SATISFACTION; *PROGRAM DESCRIPTIONS; PROGRAMED INSTRUCTION; RESEARCH; *SAFETY EDUCATION; SIMULATORS; SURVEYS; TEACHING TECHNIQUES

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 127P.

ISSUE: RIEJUL69

GENERAL AVIATION PILOT EDUCATION (GAPE) WAS A SAFETY PROGRAM DESIGNED TO IMPROVE THE AERONAUTICAL EDUCATION OF THE GENERAL AVIATION PILOT IN ANTICIPATION THAT THE NATIONAL AIRCRAFT ACCIDENT RATE MIGHT BE IMPROVED. GAPE PROGRAM ATTEMPTED TO REACH THE AVERAGE GENERAL AVIATION PILOT WITH SPECIFIC AND FACTUAL INFORMATION REGARDING THE PITFALLS OF HIS CONTEMPORARIES WHO WERE INVOLVED IN AIRCRAFT ACCIDENTS AND WHAT HE COULD DO TO AVOID THEM. THE PROGRAM EMPLOYED STATISTICAL ANALYSES, PUBLICATIONS, PROGRAMED TRAINING DEVICES, SPEAKING PRESENTATIONS, AND SURVEYS AS THE TOOLS WITH WHICH TO ADMINISTER THE PROGRAM. AIRCRAFT ACCIDENT ANALYSIS REVEALED THAT THE MAJORITY OF GENERAL AVIATION'S MISHAPS WERE THE PRODUCT OF IGNORANCE, COMPLACENCY, AND INADEQUATE FLIGHT TRAINING. THE MATERIAL DEVELOPED AND USED WAS DIRECTED PRIMARILY TO THESE AREAS. THE PROGRAM AS PRESENTED WAS WELL RECEIVED, AND GENERALLY ACCLAIMED AS A REALISTIC SERVICE LONG NEEDED IN THE GENERAL AVIATION COMMUNITY. (THE DOCUMENT INCLUDES PHOTOS AND ILLUSTRATIONS.) (AUTHOR/LY)

REPORT NUMBER: FAA-ES-67-1

CONTRACT NUMBER: FA-65-WA-1350

AVAILABILITY: CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VIRGINIA 22151 (AD-673-159, MF $.65, HC $3.00).

INSTITUTION NAME: FLIGHT SAFETY FOUNDATION, INC., NEW YORK, N.Y.

ACCESSION NUMBERS: ED026509 VT007467

PUBLICATION DATE: SEP 68

TITLE: WHEN YOU GO TO WORK. A BOOK FOR THE NEEDLE TRADES.

PERSONAL AUTHOR: HILLINGER, YVONNE M.

INSTITUTION CODE: OAT59178; OAT77005

DESCRIPTOR: CLOTHING INSTRUCTION; *CLOTHING MAINTENANCE SPECIALISTS; DEAF EDUCATION; HOMEMAKING SKILLS; *NEEDLE TRADES; OCCUPATIONAL CHOICE; OCCUPATIONAL GUIDANCE; *OCCUPATIONAL HOME ECONOMICS; *OCCUPATIONAL INFORMATION; *ORIENTATION MATERIALS; SLOW LEARNERS

EDRS PRICE: EDRS PRICE MF-$1.00 HC NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 204P.

ISSUE: RIEJUN69

INSTRUCTIONAL MATERIALS FOR STUDENT USE WERE DEVELOPED BY THE AUTHOR AND A STATE-LEVEL COMMITTEE OF TEACHERS TO BE USED IN A VOCATIONAL SCHOOL FOR THE DEAF, SLOW LEARNER, OR NEAR ILLITERATE. THE PROGRAM WAS TESTED AT THE STATE SCHOOL FOR THE DEAF. THE BOOK PRESENTS THE NON-TECHNICAL INFORMATION THAT THE STUDENTS WILL NEED TO HAVE AS EMPLOYEES. UNIT TOPICS ARE: (1) THE FACTORY, (2) A GOOD WORKER, (3) THE JOB, (4) SHOP MATHEMATICS, (5) CLOTHING FOR WOMEN, AND (6) CLOTHING FOR MEN. OBJECTIVES ARE STATED FOR EACH LESSON. BOLDLY PRINTED VOCABULARY LISTS, CARTOONS, DRAWINGS, ASSIGNMENTS, AS WELL AS FORMS AND FACSIMILES FOR EMPLOYMENT, INTERVIEWS, WARNINGS, CHECKS, SOCIAL SECURITY APPLICATIONS, AND TIME CARDS ARE DISTRIBUTED LIBERALLY THROUGHOUT. THE WORKBOOK TYPE FORMAT CONTAINS ANSWERING SPACE. EXAMPLARY LESSON TOPICS ARE THE PRODUCTION LINE, PAYCHECK, WORK HABITS, GROOMING, FIRST DAY ON THE JOB, TIME-PIECEWORK, AND THE YARDSTICK. (EP)

AVAILABILITY: VOCATIONAL-TECHNICAL CURRICULUM LABORATORY, RUTGERS UNIVERSITY, 10 SEMINARY PLACE, NEW BRUNSWICK, NEW JERSEY 08903 ($2.00).

INSTITUTION NAME: NEW JERSEY STATE DEPT. OF EDUCATION, TRENTON. DIV. OF VOCATIONAL EDUCATION.; RUTGERS, THE STATE UNIV., NEW BRUNSWICK, N.J. CURRICULUM LAB.

ACCESSION NUMBERS: ED026458 VT003400

PROGRAM AREA: OR

PUBLICATION DATE: 67

TITLE: INSTITUTE FOR HOME ECONOMICS TEACHERS ON INITIATING, DEVELOPING, AND EVALUATING PROGRAMS AT THE POST HIGH SCHOOL LEVEL TO PREPARE FOOD SERVICE SUPERVISORS AND ASSISTANTS TO DIRECTORS OF CHILD CARE SERVICES: VOLUME I: A POST HIGH SCHOOL PROGRAM IN HOME ECONOMICS (MAY 1, 1966-JUNE 30, 1967). FINAL REPORT.

INSTITUTION CODE: IEE29175

SPONSORING AGENCY CODE: RM066000

DESCRIPTOR: BIBLIOGRAPHIES; CURRICULUM; *CURRICULUM DEVELOPMENT; EDUCATIONAL FACILITIES; *EDUCATIONAL PROGRAMS; *FOOD SERVICE OCCUPATIONS; FOOD SERVICE WORKERS; FOODS INSTRUCTION; INSTRUCTIONAL MATERIALS; NUTRITION; *OCCUPATIONAL HOME ECONOMICS; OCCUPATIONAL INFORMATION; *POST SECONDARY EDUCATION; PROGRAM PLANNING; SKILL ANALYSIS; TEACHING METHODS

EDRS PRICE: EDRS PRICE MF-$0.75 HC-$7.50

DESCRIPTIVE NOTE: 148P.

ISSUE: RIEJUN69

THE INSTITUTE WAS DESIGNED TO PROVIDE INFORMATION AND DEVELOP SOME ABILITY IN INITIATING, DEVELOPING, AND EVALUATING PROGRAMS FOR TRAINING WORKERS AS FOOD SERVICE SUPERVISORS IN POST-HIGH SCHOOL LEVEL PROGRAMS. ORGANIZATIONAL DETAILS, STUDENT AND FACULTY QUALIFICATIONS, A JOB DESCRIPTION AND ANALYSIS OF THE FOOD SERVICE SUPERVISOR OCCUPATION ARE INCLUDED IN THE DOCUMENT. A CURRICULUM DESIGNED TO PREPARE INDIVIDUALS FOR EMPLOYMENT IN THE FOOD SERVICE AREAS IN HOSPITALS, HOMES FOR THE AGED, HOMES FOR CHILDREN, HOTELS, RESTAURANTS, SCHOOLS AND INDUSTRIAL CAFETERIAS AND OTHER SIMILAR OPERATIONS AS FOOD SERVICE SUPERVISORS AND/OR MANAGERS, LISTS NECESSARY COURSE WORK AT THE JUNIOR COLLEGES AND AREA VOCATIONAL-TECHNICAL SCHOOLS. INSTRUCTIONAL MATERIALS ARE DESIGNED TO DEVELOP CONCEPTS OF: (1) SUPERVISION OF A FOOD SERVICE DEPARTMENT, (2) NUTRITION, DIETS, AND MENU PLANNING, (3) FOOD PURCHASING, STORAGE, AND HANDLING, (4) FOOD PREPARATION AND SERVICE, (5) SANITATION, SAFETY, AND CARE OF FACILITIES, AND (6) EQUIPMENT, RECORDS, AND REPORTS. THEY ARE PRESENTED IN TABULAR FORM, SPECIFYING CONTENT, EXPERIENCES, EVALUATION, AND RESOURCES. THE APPENDIX CONTAINS SURVEY AND JOB ANALYSIS FORMS, SPECIFICATIONS FOR FACILITIES AND EQUIPMENT, AN EQUIPMENT LIST, AND A BIBLIOGRAPHY. RELATED MATERIALS ARE AVAILABLE AS VT 007 682. (EP)

GRANT NUMBER: OEG-2-6-062258-9725

BUREAU NUMBER: BR 6-2258

INSTITUTION NAME: GEORGIA UNIV., ATHENS. COLL. OF EDUCATION.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED025852 EA001939

PUBLICATION DATE: MAR 67

TITLE: CUSTODIAN WORKLOAD SURVEYS: A GUIDE TO ASSIST SCHOOL BUSINESS MANAGERS AND SUPERINTENDENTS.

PERSONAL AUTHOR: PRYOR, DONALD

INSTITUTION CODE: NSD23910

DESCRIPTOR: *GUIDES; *JOB ANALYSIS; *MANPOWER UTILIZATION; *SCHOOL DISTRICTS; *SCHOOL MAINTENANCE; WORKING HOURS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.30

DESCRIPTIVE NOTE: 43P.

ISSUE: RIEJUN69

THIS GUIDE WAS DESIGNED TO ASSIST SUPERINTENDENTS AND SCHOOL BUSINESS OFFICIALS IN EVALUATING AND ALLOCATING CUSTODIAL WORKLOADS. PART I ILLUSTRATES A METHOD FOR EQUALIZING CUSTODIAL WORKLOADS, USING A REPRESENTATIVE EMPLOYEE'S PERFORMANCE AS A MODEL FOR MEASURING THE WORKLOADS OF OTHER EMPLOYEES. THE ADMINISTRATOR IS SHOWN HOW TO SELECT THIS REPRESENTATIVE EMPLOYEE, GATHER THE EVALUATIVE DATA, SUMMARIZE THE DATA, AND INTERPRET THE RESULTS. PART II PRESENTS A METHOD (THE FACTORING FORMULA) FOR DETERMINING THE PROPER SIZE OF THE CUSTODIAL STAFF. FACTORS TO BE TAKEN INTO ACCOUNT INCLUDE THE NUMBER OF ROOMS, THE NUMBER OF PUPILS, THE FLOOR AREA, THE SIZE OF THE SCHOOL GROUNDS, AND AVAILABLE EQUIPMENT. EXAMPLES ARE EMPLOYED WHICH WERE TAKEN FROM AN ACTUAL STUDY CONDUCTED IN SUBURBAN MINNEAPOLIS. (HW)

AVAILABILITY: EDUC. R/D COUNC. OF TWIN CITIES METROPOLITAN AREA INC., 211 BURTON HALL, UNIV. OF MINN., MINNEAPOLIS, MINN. 55455 (MEMBER SCHOOLS $1.00, NON-MEMBERS $1.50).

INSTITUTION NAME: EDUCATIONAL RESEARCH AND DEVELOPMENT COUNCIL OF THE TWIN CITIES METROPOLITAN AREA, INC., MINNEAPOLIS, MINN.

ACCESSION NUMBERS: ED025697 AC003345

TITLE: AN ANALYSIS OF THE CUSTODIAL TRAINING PROGRAMS IN INDIANA SCHOOL CORPORATIONS.

PERSONAL AUTHOR: WARGO, JOHN GEORGE, JR.

INSTITUTION CODE: J0836825

DESCRIPTOR: ADMINISTRATOR ATTITUDES; APPRENTICESHIPS; *CUSTODIAN TRAINING; DEMONSTRATIONS (EDUCATIONAL); DOCTORAL THESES; EDUCATIONAL OBJECTIVES; EMPLOYMENT PRACTICES; EVALUATION; MANUALS; QUESTIONNAIRES; *SCHOOL DISTRICTS; SCHOOL MAINTENANCE

IDENTIFIER: INDIANA

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 126P.; ED. D. THESIS.

ISSUE: RIEJUN69

CUSTODIAL TRAINING PROGRAMS WERE SURVEYED AND ANALYZED IN INDIANA TO DETERMINE NUMBER EMPLOYED, ASSESS ATTITUDES OF SCHOOL ADMINISTRATORS TOWARD TRAINING OF CUSTODIANS, LOCATE SCHOOL CORPORATIONS WITH CUSTODIAL HANDBOOKS, AND ASCERTAIN OPINIONS OF ADMINISTRATORS REGARDING CUSTODIAL SERVICES. INFORMATION CARDS ON CUSTODIAL TRAINING WERE RECEIVED FROM 235 SCHOOLS. QUESTIONNAIRES WERE THEN MAILED TO THE 56 SCHOOL CORPORATIONS WITH TRAINING PROGRAMS. IT WAS FOUND THAT FEW TRAINING PROGRAMS EXISTED, AND THE APPRENTICESHIP METHOD WAS USED BY THE MAJORITY OF SCHOOLS. DEMONSTRATIONS BY SUPPLY COMPANIES SALESMEN WERE USED TO INCREASE KNOWLEDGE OF EXPERIENCED CUSTODIANS. NO COLLEGE CLASSES OR CORRESPONDENCE COURSES WERE USED TO TRAIN CUSTODIANS. THE PRIMARY AREA OF INSTRUCTION WAS IN HOUSEKEEPING AND EMPLOYMENT PRACTICES AND BENEFITS, BUT EDUCATIONAL PURPOSES, AIMS, AND OBJECTIVES OR CUSTODIAL EVALUATION METHODS WERE NOT INCLUDED, NOR DID SCHOOL CORPORATIONS HAVE CUSTODIAL HANDBOOKS. EVIDENCE REVEALS THAT THE POSITION OF CUSTODIAN WILL CONTINUE TO INCREASE IN IMPORTANCE AND TRAINING PROGRAMS SHOULD BE DEVELOPED COOPERATIVELY BY SCHOOL CORPORATIONS AND VOCATIONAL SCHOOLS. (AUTHOR/PT)

AVAILABILITY: UNIVERSITY MICROFILMS, 300 ZEEB RD., ANN ARBOR, MICH., 48106 (ORDER NO. 68-4757, MIC. $3.00 XEROGRAPHY $6.20).

INSTITUTION NAME: INDIANA UNIV., BLOOMINGTON.

ACCESSION NUMBERS: ED025666 VT007633

PROGRAM AREA: 08

PUBLICATION DATE: AUG 68

TITLE: DEVELOPMENT OF A TEACHING TEXT ON CARE, OPERATION, MAINTENANCE AND REPAIR OF AIR-COOLED GASOLINE ENGINES.

PERSONAL AUTHOR: TURNER, HOWARD

INSTITUTION CODE: BBB01025; IEE29100

SPONSORING AGENCY CODE: RM066000

DESCRIPTOR: AGRICULTURAL ENGINEERING; *AUTO MECHANICS; ENGINES; ILLUSTRATIONS; INSTRUCTIONAL MATERIALS; MAINTENANCE; *MATERIAL DEVELOPMENT; REPAIR; TEXTBOOK EVALUATION; *TEXTBOOK PREPARATION; TEXTBOOKS; *TRADE AND INDUSTRIAL EDUCATION; *VOCATIONAL AGRICULTURE

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.25

DESCRIPTIVE NOTE: 43P.

ISSUE: RIEMAY69

OBJECTIVES OF A 2-VOLUME BOOK DEVELOPED AS A COMPREHENSIVE REFERENCE FOR TEACHERS AND A TEXT FOR STUDENTS ON SMALL GASOLINE ENGINES WERE THAT IT BE: (1) ORGANIZED FOR TEACHING, (2) COMPLETE IN DETAIL, (3) WELL ILLUSTRATED, (4) AUTHENTIC, (5) EDITED TO HIGH SCHOOL READING LEVEL, (6) CORRELATED WITH BASIC SCIENTIFIC PRINCIPLES, AND (7) EVALUATED BY EXPERTS AND THROUGH ACTUAL TEACHING EXPERIENCE BEFORE BEING PUBLISHED. EVALUATION OF THE PRELIMINARY DRAFT BY 22 TEACHERS UNDER ACTUAL CLASSROOM AND LABORATORY CONDITIONS REVEALED: (1) OPERATING AND SCIENTIFIC PRINCIPLES WERE EASY TO UNDERSTAND, (2) ADEQUATE INFORMATION WAS GIVEN TO EXPLAIN EACH SUBJECT, (3) FEW ERRORS WERE FOUND IN THE SUBJECT MATTER, (4) THE ILLUSTRATIONS WERE CLEAR AND UNDERSTANDABLE AND ADDED CLARITY, (5) THE LISTS OF TOOLS WERE ADEQUATE, (6) STUDENTS COMPLETED JOBS FROM THE INSTRUCTIONS GIVEN WITHOUT TEACHER ASSISTANCE, (7) TEACHER PREPARATION TIME WAS REDUCED BY 20 PERCENT, (8) STUDENT LEARNING SPEED WAS INCREASED BY AT LEAST 17 PERCENT, (9) THE STUDENTS' AVERAGE GRADES WERE 10 TO 12 PERCENT HIGHER, AND (10) EACH STUDENT NEEDED A COPY OF THE TEXT FOR EFFICIENT LEARNING. THE VOLUMES, PUBLISHED IN FOUR COLORS IN SUFFICIENT QUANTITY FOR NATIONAL AND INTERNATIONAL DISTRIBUTION, ARE AVAILABLE AS VT 006 206 AND VT 006 220. (DM)

GRANT NUMBER: OEG-2-6-000484-0285

BUREAU NUMBER: BR-5-1335

INSTITUTION NAME: AMERICAN ASSOCIATION FOR AGRICULTURAL ENGINEERING AND VOCATIONAL AGRICULTURE, ATHENS, GA.; GEORGIA UNIV., ATHENS.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED025119 EE002314

PUBLICATION DATE: SEP 65

TITLE: HEATING, VENTILATION, AIR CONDITIONING. RESOURCE MANUAL FOR CUSTODIAL TRAINING COURSE #3.

INSTITUTION CODE: BBB00975

DESCRIPTOR: *AIR CONDITIONING; CLIMATE CONTROL; *CUSTODIAN TRAINING; EQUIPMENT MAINTENANCE; GUIDELINES; *HEATING; INSTRUCTIONAL MATERIALS; MANUALS; MECHANICAL EQUIPMENT; *RESOURCE GUIDES; SCHOOL MAINTENANCE; THERMAL ENVIRONMENT; *VENTILATION

EDRS PRICE: EDRS PRICE MF-$0.75 HC-$7.25

DESCRIPTIVE NOTE: 143P.

ISSUE: RIEMAY69

INTENDED AS A MANUAL TO PROVIDE SCHOOL CUSTODIANS WITH SOME UNDERSTANDING OF BASIC FUNCTIONS OF HEATING, VENTILATING, AND AIR CONDITIONING EQUIPMENT FOR SAFE, EFFICIENT OPERATION. CONTAINS GENERAL RULES AND SPECIFICATIONS FOR PROVIDING CUSTODIANS WITH A MORE COMPLETE AWARENESS OF THEIR EQUIPMENT AND THE FIELD OF "CLIMATE CONTROL" WITHIN THE SCHOOL. CHAPTERS INCLUDE--(1) WHAT IS HEAT? COLD? ENERGY?, (2) FACTORS DETERMINING HEALTH AND COMFORT, (3) HEATING SYSTEMS, (4) HEAT GENERATORS, (5) FUELS AND COMBUSTION, (6) DAILY PROCEDURES FOR HEATING DEVICES, (7) BOILER CARE, (8) VENTILATION, (9) AIR CONDITIONING, (10) CONTROL SYSTEMS, AND (11) HEAT PUMPS. A BRIEF HISTORY OF HEATING AND A COMPREHENSIVE GLOSSARY ARE ALSO INCLUDED. (RH)

INSTITUTION NAME: FLORIDA STATE DEPT. OF EDUCATION, TALLAHASSEE. SCHOOL PLANT MANAGEMENT SECTION.

ACCESSION NUMBERS: ED025099 EE001816

PUBLICATION DATE: 67

TITLE: SCHOOL PLANT MAINTENANCE AND CUSTODIAL SERVICES

INSTITUTION CODE: LBY41571

DESCRIPTOR: CARPETING; *CLEANING; *CUSTODIAN TRAINING; *EQUIPMENT MAINTENANCE; FLOORING; FURNITURE; GUIDELINES; *INSTRUCTIONAL MATERIALS; MAINTENANCE; MANUALS; PUBLIC HEALTH; REPAIR; SAFETY; *SCHOOL MAINTENANCE

EDRS PRICE: EDRS PRICE MF-$0.75 HC-$8.60

DESCRIPTIVE NOTE: 170P.

ISSUE: RIEMAY68

SCHOOL MAINTENANCE GUIDELINES ARE DIRECTED TO THE LOCAL SCHOOL SITUATION WHERE THE CUSTODIAN MAY HAVE NEITHER THE OPPORTUNITY FOR ANY FORMAL TRAINING OR EXPERIENCED PERSONNEL AVAILABLE TO INSTRUCT HIM. TOPICS COVERED ARE THOSE THAT ARE THOUGHT TO BE OF GREATEST VALUE TO THE LOCAL SCHOOL CUSTODIAN AND INCLUDE--(1) FLOOR CARE, (2) CARPET CLEANING, (3) CLASSROOM CLEANING, (4) CLEANING CORRIDORS AND STAIRS, (5) CAFETERIA CLEANING, (6) CLEANING THE AUDITORIUM, (7) WINDOW CLEANING, (8) CEILING CLEANING, (9) WALL CLEANING, (10) CLEANING LIGHTING FIXTURES, (11) CLEANING WINDOW SHADES, (12) CLEANING FURNITURE, (13) CHALKBOARDS, (14) TACKBOARDS, (15) CLEANING EXTERIOR OF BUILDING, (16) SUMMER CLEANING PROGRAM, (17) STORAGE, (18) WATER SUPPLY SYSTEMS, (19) HEATING AND VENTILATING EQUIPMENT, AND A (20) BIBLIOGRAPHY. (RH)

INSTITUTION NAME: KENTUCKY STATE DEPT. OF EDUCATION, FRANKFORT.

ACCESSION NUMBERS: ED024225 EE002126

PUBLICATION DATE: 61

TITLE: MANUAL FOR SCHOOL ADMINISTRATORS ON PUPIL TRANSPORTATION.

INSTITUTION CODE: XIE96071

DESCRIPTOR: ADMINISTRATIVE PRINCIPLES; EQUIPMENT MAINTENANCE; *EQUIPMENT STANDARDS; INSURANCE PROGRAMS; *MANUALS; *SCHOOL BUSES; *STATE DEPARTMENTS OF EDUCATION; STATE LAWS; STATE SCHOOL DISTRICT RELATIONSHIP; *STUDENT TRANSPORTATION; TRAFFIC SAFETY

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$3.50

DESCRIPTIVE NOTE: 68P.

ISSUE: RIEAPR69

GUIDING PRINCIPLES, STATE LAWS, AND STATE BOARD RULES AND REGULATIONS ARE COVERED, PROVIDING SCHOOL ADMINISTRATORS WITH A READY REFERENCE IN THE FIELD OF PUPIL TRANSPORTATION. DIVIDED INTO THREE SECTIONS, THE MANUAL INITIALLY COVERS ADMINISTRATIVE PROCEDURES INCLUDING--(1) THE PURCHASE OF BUSES, (2) BUS MAINTENANCE, (3) EMPLOYMENT OF DRIVERS, (4) INSURANCE, AND (5) INTER-AGENCY RELATIONSHIPS. THE SECOND SECTION DIRECTLY QUOTES TENNESSEE STATE LAWS AFFECTING PUPIL TRANSPORTATION. THE FINAL PART CONSISTS OF STATE BOARD OF EDUCATION RULES AND REGULATIONS CONCERNING BUS OPERATION, DRIVERS, AND MINIMUM MECHANICAL STANDARDS FOR SCHOOL BUSES. (NI)

INSTITUTION NAME: TENNESSEE STATE DEPT. OF EDUCATION, NASHVILLE.

ACCESSION NUMBERS: ED023833 VT006872

PROGRAM AREA: 08

PUBLICATION DATE: AUG 68

TITLE: A PILOT STUDY FOR GAINFUL EMPLOYMENT IN HOME ECONOMICS. FINAL REPORT. VOLUME IV, A SUGGESTED CURRICULUM GUIDE FOR PREPARING FOOD SERVICE WORKERS FOR ENTRY LEVEL JOBS.

PERSONAL AUTHOR: COZINE, JUNE; AND OTHERS

INSTITUTION CODE: BBB00103

SPONSORING AGENCY CODE: BM066004

DESCRIPTOR: *CURRICULUM GUIDES; *FOOD SERVICE WORKERS; *FOODS INSTRUCTION; GRADE 11; GRADE 12; *OCCUPATIONAL HOME ECONOMICS; *TEACHING GUIDES; WORK EXPERIENCE

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$4.75

DESCRIPTIVE NOTE: 95P.

ISSUE: RIEMAR69

CURRICULUM GUIDELINES FOR TEACHER USE IN ORGANIZING AND TEACHING A COURSE TO PREPARE 11TH AND 12TH GRADE STUDENTS FOR ENTRY LEVEL FOOD SERVICE OCCUPATIONS WERE DEVELOPED AS PART OF A PILOT STUDY WHICH IS REPORTED IN VT 006 870. THE 1-YEAR PROGRAM REQUIRES 2 HOURS DAILY PLUS 10 HOURS PER WEEK ON-THE-JOB WORK EXPERIENCE. CONTENT AREAS ARE: (1) INTRODUCTION TO FOOD SERVICES, (2) SANITATION IN THE FOOD INDUSTRY, (3) SELECTION, USE, AND CARE OF EQUIPMENT, (4) RECIPE USE, PACKAGING, COSTS, RECEIVING AND STORING, (5) QUANTITY FOOD PREPARATION, (6) EVALUATION, (7) OVERVIEW OF THE WORLD OF WORK, (8) TODAY'S LABOR FORCE, (9) SECURING A JOB, AND (10) SUCCESS ON THE JOB. UNIT ORGANIZATION IS COMPOSED OF OBJECTIVES, GENERALIZATIONS, SUB-CONCEPTS DESIGNATING EXPERIENCES, STUDENT GENERALIZATIONS, AND EVALUATION. RESOURCE MATERIALS KEYED TO EACH SUB-CONCEPT ARE INCLUDED IN THE UNITS. THE DOCUMENT ALSO CONTAINS BIBLIOGRAPHIES OF BOOKS, PAMPHLETS, FILMS, AND SUPPLEMENTARY MATERIALS FOR THE WORLD OF WORK AND FOOD SERVICES. (EP)

GRANT NUMBER: OEG-4-6-061576-1900

BUREAU NUMBER: BR-6-1576

INSTITUTION NAME: OKLAHOMA STATE UNIV., STILLWATER.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.

ACCESSION NUMBERS: ED023831 VT006870

PUBLICATION DATE: AUG 68

TITLE: A PILOT STUDY FOR GAINFUL EMPLOYMENT IN HOME ECONOMICS. FINAL REPORT. VOLUME I.

PERSONAL AUTHOR: COZINE, JUNE; AND OTHERS

INSTITUTION CODE: BBB00108

SPONSORING AGENCY CODE: BM066004

DESCRIPTOR: CHILD CARE WORKERS; *CURRICULUM DEVELOPMENT; EDUCATIONAL PHILOSOPHY; FOOD SERVICE WORKERS; *INSTRUCTIONAL MATERIALS; *MATERIAL DEVELOPMENT; *OCCUPATIONAL HOME ECONOMICS; PILOT PROJECTS; *PROGRAM DEVELOPMENT; SEAMSTRESSES

IDENTIFIER: OKLAHOMA

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.15

DESCRIPTIVE NOTE: 419.

ISSUE: RIEMAR69

THE MAJOR PURPOSE OF THE STUDY WAS TO DEVELOP AND TEST CURRICULUM MATERIALS FOR THREE ENTRY LEVEL GAINFUL EMPLOYMENT COURSES: CHILD CARE SERVICES, CLOTHING SERVICES, FOOD SERVICES. A SECOND OBJECTIVE WAS TO FORMULATE RECOMMENDATIONS FOR POLICIES AND PROCEDURES TO FOLLOW IN INITIATING AND DEVELOPING GAINFUL EMPLOYMENT PROGRAMS IN HOME ECONOMICS. THE THREE ENTRY LEVEL GAINFUL EMPLOYMENT CLASSES WERE TAUGHT BY MEMBERS OF THE RESEARCH TEAM AT THE LOCAL HIGH SCHOOL. DURING 3 YEARS OF OPERATION 100 STUDENTS COMPLETED THE TRAINING PROGRAM. STUDENT EARNINGS RANGED FROM NONE TO $941.85, AND THE TOTAL HOURS OF WORK EXPERIENCE RANGED FROM 14 TO 1,129 HOURS PER YEAR. CLOSE AND CONTINUOUS CONTACT WAS MAINTAINED WITH LOCAL SCHOOL PERSONNEL, COOPERATING EMPLOYERS, MEMBERS OF THE HOME ECONOMICS DEPARTMENT OF THE OKLAHOMA VOCATIONAL PROGRAM AND OTHER STATE TEACHERS ENGAGED IN TEACHING GAINFUL EMPLOYMENT COURSES. CURRICULUM MATERIALS WHICH WERE DEVELOPED, TESTED AND REVISED ARE AVAILABLE TO PREPARE STUDENTS AS (1) CHILD CARE WORKERS (VT 006 871), (2) CLOTHING SERVICE WORKERS (VT 006 869), AND (3) FOOD SERVICE WORKERS (VT 006 872). RECOMMENDATIONS FOR INITIATING AND DEVELOPING GAINFUL EMPLOYMENT PROGRAMS IN HOME ECONOMICS WERE BASED ON THE SUBJECTIVE JUDGMENTS OF THE RESEARCH TEAM AND SUGGESTIONS FROM OTHER TEACHERS IN OKLAHOMA. CHARTS LISTING THE SURVEY DATA AND A LIST OF SELECTED REFERENCES ARE INCLUDED IN THE DOCUMENT. (ED)

GRANT NUMBER: OEG-4-6-061576-1900

BUREAU NUMBER: BR-6-1576

INSTITUTION NAME: OKLAHOMA STATE UNIV., STILLWATER.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C. BUREAU OF RESEARCH.

ACCESSION NUMBERS: ED023823 VT005319

PUBLICATION DATE: 67

TITLE: BEING A FOOD SERVICE WORKER: STUDENT MANUAL.

INSTITUTION CODE: JIM32260

SPONSORING AGENCY CODE: EGK21436; JIM01870

DESCRIPTOR: *FOOD SERVICE; *FOOD SERVICE WORKERS; *FOODS INSTRUCTION; HEALTH OCCUPATIONS EDUCATION; HIGH SCHOOLS; HOSPITAL PERSONNEL; *HOSPITALS; NUTRITION INSTRUCTION; POST SECONDARY EDUCATION; *TEXTBOOKS

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 281P.

ISSUE: RIEMAR69

INSTRUCTIONAL MATERIALS FOR STUDENT USE IN TRAINING OR RETRAINING FOR THE OCCUPATION OF FOOD SERVICE WORKER AT THE VOCATIONAL HIGH SCHOOL OR COMMUNITY COLLEGE LEVEL WERE DEVELOPED BY PROFESSIONAL CONSULTANTS. THEY WERE TESTED IN A NATIONWIDE ON-THE-JOB TRAINING PROGRAM AND REVISED ACCORDING TO INSTRUCTOR EVALUATION AND CONSULTANT SUGGESTIONS. A MINIMUM OF 60 HOURS PLUS ON-THE-JOB TRAINING IS REQUIRED FOR THE PROGRAM. FORMAT OF THE TEXT FEATURES BOLD PRINT IN COLOR, MULTI-COLOR ILLUSTRATION OF PROCEDURES AND CONCEPTS, PLUS NOTE SPACE. LESSON TOPICS ARE: (1) ORIENTATION, SANITATION, HOUSEKEEPING AND SAFETY, NUTRITION, FOOD SERVICE, FOOD PREPARATION, PRODUCTION PLANNING, NONFOOD SUPPLIES, EMPLOYEE FOOD SERVICE, PATIENT SERVICE, COST CONTROL, MEAT-FISH-EGG-POULTRY COOKERY, AND COLD FOODS. A COORDINATED INSTRUCTOR GUIDE IS AVAILABLE AS VT 005 318. (FP)

AVAILABILITY: ROBERT J. BRADY COMPANY, 130 QUE STREET, N.E., WASHINGTON, D.C. 20002 ($4.50)

INSTITUTION NAME: HOSPITAL RESEARCH AND EDUCATIONAL TRUST, CHICAGO, ILL.

SPONSORING AGENCY NAME: AMERICAN HOSPITAL ASSOCIATION, CHICAGO, ILL.; DEPARTMENT OF LABOR, WASHINGTON, D.C.

ACCESSION NUMBERS: ED023822 VT005318

PUBLICATION DATE: 67

TITLE: TRAINING THE FOOD SERVICE WORKER: INSTRUCTOR'S GUIDE.

INSTITUTION CODE: JIM32260

SPONSORING AGENCY CODE: EGK21436; JIM01870

DESCRIPTOR: BIBLIOGRAPHIES; *CURRICULUM GUIDES; FOOD SERVICE; *FOOD SERVICE WORKERS; FOODS INSTRUCTION; *HEALTH OCCUPATIONS EDUCATION; HIGH SCHOOLS; HOSPITAL PERSONNEL; *HOSPITALS; NUTRITION INSTRUCTION; POST SECONDARY EDUCATION; STUDENT EVALUATION; *TEACHING GUIDES

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 169P.

ISSUE: RIEMAR69

CURRICULUM MATERIALS FOR INSTRUCTOR USE IN PLANNING LESSONS TO TRAIN OR RETRAIN FOOD SERVICE WORKERS AT THE VOCATIONAL HIGH SCHOOL OR COMMUNITY COLLEGE LEVEL WERE DEVELOPED BY PROFESSIONAL CONSULTANTS. THEY WERE TESTED IN A NATION-WIDE ON-THE-JOB TRAINING PROGRAM AND REVISED ACCORDING TO INSTRUCTOR EVALUATION AND CONSULTANT SUGGESTIONS. A MINIMUM OF 60 HOURS PLUS ON-THE-JOB TRAINING IS REQUIRED FOR THE PROGRAM. LESSONS CONTAIN OBJECTIVES, MAIN TOPICS, UNIT CONTENT, AIDS AND EQUIPMENT FOR LECTURE, DEMONSTRATION, AND DISCUSSION. FORMAT FEATURES MULTI-COLOR ILLUSTRATIONS OF PROCEDURES AND CONCEPTS PLUS NOTE SPACE. LESSON TOPICS ARE: ORIENTATION, SANITATION, HOUSEKEEPING AND SAFETY, NUTRITION, FOOD SERVICE, FOOD PREPARATION, PRODUCTION PLANNING, NONFOOD SUPPLIES, EMPLOYEE FOOD SERVICE, PATIENT SERVICE, COST CONTROL, MEAT-FISH-EGG-POULTRY COOKERY, AND COLD FOODS. BIBLIOGRAPHIC SOURCES AND A FINAL EXAMINATION ARE INCLUDED. A COORDINATED STUDENT MANUAL (VT 005 319) AND OVERHEAD TRANSPARENCIES ARE AVAILABLE. (EP)

AVAILABILITY: ROBERT J. BRADY COMPANY, 130 QUE STREET, N.E., WASHINGTON, D.C. 2 0002 ($5.00).

INSTITUTION NAME: HOSPITAL RESEARCH AND EDUCATIONAL TRUST, CHICAGO, ILL.

SPONSORING AGENCY NAME: AMERICAN HOSPITAL ASSOCIATION, CHICAGO, ILL.; DEPARTMENT OF LABOR, WASHINGTON, D.C.

ACCESSION NUMBERS: ED023494 RC000788

PROGRAM AREA: 95

PUBLICATION DATE: 62

TITLE: THE LINCOLN PROJECT: A STUDY OF THE EDUCATIONAL PROGRAM OF A JUNIOR HIGH SCHOOL IN A TRANSITIONAL NEIGHBORHOOD. A REPORT OF THE LINCOLN GUIDANCE RESEARCH PROJECT.

PERSONAL AUTHOR: SEGEL, DAVID; RUBLE, RONALD A.

INSTITUTION CODE: QII01293

SPONSORING AGENCY CODE: RMQ66000

DESCRIPTOR: *BILINGUAL STUDENTS; *CURRICULUM; ECONOMICALLY DISADVANTAGED; *GRADE 9; GUIDANCE COUNSELING; MOTIVATION; REMEDIAL PROGRAMS; *SERVICE OCCUPATIONS; SPANISH SPEAKING; STUDENT EVALUATION; *VOCATIONAL COUNSELING

IDENTIFIER: *ALBUQUERQUE PUBLIC SCHOOLS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.30

DESCRIPTIVE NOTE: 44P.

ISSUE: RIEMAR69

THE LINCOLN GUIDANCE RESEARCH PROJECT, FUNDED BY THE NATIONAL DEFENSE EDUCATION ACT, STUDIED A GROUP OF JUNIOR HIGH SCHOOL STUDENTS IN A TRANSITIONAL NEIGHBORHOOD WITH MAJOR EMPHASIS ON EDUCATIONAL NEEDS OF STUDENTS WHO WILL FIND EMPLOYMENT IN SERVICE OCCUPATIONS. RECOMMENDATIONS INCLUDED INTENSIVE REMEDIAL WORK AT THE SEVENTH GRADE LEVEL, CONTINUAL EVALUATION OF STUDENTS' PROGRESS THROUGHOUT THE JUNIOR HIGH GRADES, INCREASED GUIDANCE AND COUNSELING STAFF, AND A THIRD CURRICULUM CHOICE AT THE TENTH GRADE LEVEL, IN ADDITION TO COLLEGE PREPARATION AND VOCATIONAL EDUCATION. IT WAS PROPOSED THAT STUDENTS WITH LESS THAN HIGH SCHOOL CAPABILITIES ENTER A TWO-YEAR INTENSIVE WORK-EXPERIENCE TRAINING PROGRAM IN PREPARATION FOR VOCATIONAL OPPORTUNITIES WHICH DO NOT REQUIRE HIGH SCHOOL GRADUATION FOR EMPLOYMENT. TEST RESULTS, QUESTIONNAIRES, AND RATING FORMS USED IN THE STUDY ARE INCLUDED AS APPENDICES. (JH)

INSTITUTION NAME: ALBUQUERQUE PUBLIC SCHOOLS, N. MEX.

SPONSORING AGENCY NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED023293 EM000264

PUBLICATION DATE: 66

TITLE: THE LANGUAGE LABORATORY AND MODERN LANGUAGE TEACHING. REVISED EDITION.

PERSONAL AUTHOR: STACK, EDWARD M.

DESCRIPTOR: AUDIO ACTIVE COMPARE LABORATORIES; AUDIO ACTIVE LABORATORIES; *AUDIOLINGUAL METHODS; ELECTRONIC CLASSROOMS; EQUIPMENT MAINTENANCE; EQUIPMENT STANDARDS; FLES; *LANGUAGE INSTRUCTION; *LANGUAGE LABORATORIES; *LANGUAGE LABORATORY EQUIPMENT; LANGUAGE LABORATORY USE; PATTERN DRILLS (LANGUAGE); TAPE RECORDINGS; TEACHER EDUCATION; TEACHING METHODS; TEACHING TECHNIQUES; TESTING

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 234P.

ISSUE: RIEMAR69

SINCE THE AUDIOLINGUAL FORMS OF A FOREIGN LANGUAGE (HEARING AND SPEAKING) MUST BE CONTROLLED BEFORE THE GRAPHIC SKILLS (READING AND WRITING) ARE TAUGHT, EXERCISES IN A LANGUAGE LABORATORY, WHICH AFFORDS STUDENTS INTENSIVE, ACTIVE, INDIVIDUAL DRILL, OUGHT TO PRECEDE WRITTEN EXERCISES ON THE SAME MATERIAL. THE THREE MAJOR FORMS OF LANGUAGE LABORATORIES ARE THE BROADCAST SYSTEM, THE LIBRARY SYSTEM, AND THE COMBINATION SYSTEM. THE TYPES OF LABORATORY INSTALLATIONS WITHIN THESE FORMS FALL INTO SIX CATEGORIES: CONVENTIONAL, REMOTE, DIAL, ELECTRONIC CLASSROOMS, MOBILE , AND PORTABLE. WHATEVER THE FORM, THE RELATIONSHIP BETWEEN CLASSROOM AND LABORATORY SHOULD BE ONE OF A SIMULATED FOREIGN ENVIRONMENT TO A LEARNING AND PRACTICE GROUND. THE FOUR-PHASE DRILL, CONSISTING OF RECORDED STIMULUS, STUDENT'S RESPONSE, RECORDED CORRECT RESPONSE, AND STUDENT'S CORRECTED RESPONSE, IS BEST SUITED TO LABORATORY PURPOSES; HOWEVER, MANY OTHER DRILLS CAN BE PERFORMED WITHIN THE LABORATORY. MONITORING, THE CHECKING OF STUDENTS BY THE TEACHER IN THE LABORATORY, IS THE RECOMMENDED MODE FOR EVALUATING AND IMPROVING A STUDENT'S WORK. CRITICAL TO EFFECTIVE LABORATORY USE ARE AN UNDERSTANDING OF MAGNETIC RECORDING AND WELL ORGANIZED ADMINISTRATION OF THE LABORATORY AND THE TAPE LIBRARY. EXTENSIVE TECHNICAL AND SYSTEMS INFORMATION FOR THE EDIFICATION OF THE TEACHER OR STUDENT TEACHER CONFRONTED WITH USING THE LANGUAGE LABORATORY IS INCLUDED. (JS)

AVAILABILITY: OXFORD UNIVERSITY PRESS, 1600 POLLITT DRIVE, FAIR LAWN, N.J. 07410 ($4.50).

ACCESSION NUMBERS: ED022378 EM006840

PUBLICATION DATE: 68

TITLE: APPLICATION AND OPERATION OF AUDIOVISUAL EQUIPMENT IN EDUCATION.

PERSONAL AUTHOR: PULA, FRED JOHN

DESCRIPTOR: AUDIO EQUIPMENT; *AUDIOVISUAL AIDS; AUDIOVISUAL PROGRAMS; CLASSROOM MATERIALS; CLOSED CIRCUIT TELEVISION; *EDUCATIONAL EQUIPMENT; *EDUCATIONAL PLANNING; EDUCATIONAL TELEVISION; ELECTRONIC CLASSROOMS; EQUIPMENT MAINTENANCE; EQUIPMENT MANUFACTURERS; *EQUIPMENT UTILIZATION; FILMSTRIPS; INSTRUCTIONAL FILMS; PRODUCTION TECHNIQUES; PROGRAMED INSTRUCTION; PROJECTION EQUIPMENT; SCIENTIFIC CONCEPTS; TAPE RECORDERS; TEACHER EDUCATION; TRANSPARENCIES

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 360P.

ISSUE: RIEFEB69

INTEREST IN AUDIOVISUAL AIDS IN EDUCATION HAS BEEN INCREASED BY THE SHORTAGE OF CLASSROOMS AND GOOD TEACHERS AND BY THE MODERN PREDISPOSITION TOWARD LEARNING BY VISUAL CONCEPTS. EFFECTIVE UTILIZATION OF AUDIOVISUAL MATERIALS AND EQUIPMENT DEPENDS MOST IMPORTANTLY, ON ADEQUATE PREPARATION OF THE TEACHER IN OPERATING EQUIPMENT AND IN COORDINATING AUDIOVISUAL EXPERIENCES WITH GENERAL TEACHING OBJECTIVES. NOR CAN THIS BE LEFT TO CHANCE, BUT MUST BE PLANNED FOR IN TEACHER-TRAINING. BASIC TO THE CASE OF AUDIO EQUIPMENT OF ALL TYPES IS AN UNDERSTANDING OF THE FUNCTIONS OF THE "PICKUP," THE AMPLIFIER, AND THE LOUDSPEAKER PARTS OF THE EQUIPMENT. ESSENTIAL INGREDIENTS OF VISUAL AID EQUIPMENT ARE LENSES, LIGHT SOURCES (GENERALLY PROJECTION LAMPS), AND SCREENS. IN ADDITION TO THE TRADITIONAL TYPES OF AUDIOVISUAL AIDS--SLIDE AND MOTION-PICTURE PROJECTORS, PHONOGRAPHS AND TAPE RECORDERS--PROGRAMED TEACHING MACHINES HAVE BEEN SUCCESSFUL WHERE THE TEACHER HAS UNDERSTOOD THE PROGRAM AND INTEGRATED IT WITH OTHER AIDS. TELEVISION AND RADIO ARE ALSO APPLICABLE IN THE CLASSROOM. WHILE MASTERY OVER EQUIPMENT IS BASIC, SO IS THE USE OF APPROPRIATE MATERIALS, MANY OF WHICH (E.G., DIAZO TRANSPARENCIES) CAN BE PRODUCED IN THE CLASSROOM. DESCRIPTIONS AND OPERATING INSTRUCTIONS ARE GIVEN FOR EACH TYPE OF EQUIPMENT. (JS)

AVAILABILITY: JOHN WILEY & SONS, INC., 605 THIRD AVE., NEW YORK, N.Y. ($7.95).

ACCESSION NUMBERS: ED022017 VT004799

PUBLICATION DATE: 66

TITLE: APPRENTICESHIP AND TRAINING STANDARDS FOR AUTOMOBILE MECHANIC, BODY REPAIRMAN AND PAINTER.

INSTITUTION CODE: BBB00232; EGK45111

DESCRIPTOR: *APPRENTICESHIPS; *AUTO BODY REPAIRMEN; *AUTO MECHANICS (OCCUPATION); NATIONAL PROGRAMS; PROGRAM ADMINISTRATION; PROGRAM GUIDES; *STANDARDS; TRADE AND INDUSTRIAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.36

DESCRIPTIVE NOTE: 32P.

ISSUE: RIEJAN69

THE NATIONAL APPRENTICESHIP STANDARDS DEVELOPED BY THE INDEPENDENT GARAGE OWNERS OF AMERICA PROVIDE GUIDELINES FOR ESTABLISHING LOCAL PROGRAMS OF APPRENTICESHIP FOR AUTOMOBILE MECHANICS, BODY AND FENDER MECHANICS, AND PAINTERS. THE APPRENTICESHIP TERM IS SPECIFIED AS 4 YEARS FOR THE AUTOMOBILE MECHANICS AND BODY ND FENDER MECHANICS AND 3 YEARS FOR THE AUTOMOBILE PAINTERS WITH 144 HOURS OF RELATED CLASSROOM INSTRUCTION PER YEAR. OTHER STANDARDS SPECIFY APPRENTICESHIP QUALIFICATIONS, APPRENTICE SELECTION, APPRENTICESHIP AGREEMENTS, PROBATIONARY PERIODS, APPRENTICE WAGES, APPRENTICE REGISTRATION, PERIODIC EXAMINATIONS, AND CERTIFICATION OF PROGRAM COMPLETION. A LOCAL APPRENTICESHIP AND TRAINING COMMITTEE SHOULD BE ESTABLISHED TO ADMINISTER THE APPRENTICESHIP SYSTEM IN ACCORDANCE WITH THE NATIONAL STANDARDS. RECOMMENDED APPRENTICE WORK EXPERIENCE SCHEDULES, THE LATEST AMENDMENTS AND REGULATIONS OF THE VARIOUS FEDERAL LAWS AFFECTING APPRENTICESHIP, APPRENTICESHIP RECORD KEEPING FORMS, AND DIRECTORIES OF REGIONAL AND STATE APPRENTICESHIP AGENCIES ARE INCLUDED. (HC)

INSTITUTION NAME: INDEPENDENT GARAGE OWNERS OF AMERICA, INC., CHICAGO, ILL.; MANPOWER ADMINISTRATION (DOL), WASHINGTON, D.C. BUREAU OF APPRENTICESHIP AND TRAINING.

ACCESSION NUMBERS: ED022007 VT004526

PUBLICATION DATE: 67

TITLE: ORGANIZING A FOOD TRAINING PROGRAM.

PERSONAL AUTHOR: MACALLISTER, JOHN J.

INSTITUTION CODE: RMQ66000

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; COOPERATIVE EDUCATION; EMPLOYERS; *FOOD SERVICE WORKERS; HIGH SCHOOLS; ON THE JOB TRAINING; *PROGRAM GUIDES; PROGRAM PLANNING; *TRADE AND INDUSTRIAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.25 HC NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 31P.

ISSUE: RIEJAN69

TO MEET THE GROWING NEED FOR TRAINED WORKERS IN QUANTITY FOOD PREPARATION, GUIDELINES ARE OFFERED FOR ORGANIZING COURSES IN VOCATIONAL AND COMPREHENSIVE HIGH SCHOOLS TO PREPARE STUDENTS FOR ENTRY LEVEL OCCUPATIONS. ADVISORY COMMITTEES COMPOSED OF INDUSTRY REPRESENTATIVES, EMPLOYEES, AND THE PUBLIC CAN HELP THE SCHOOL DEVELOP PLANS, ORGANIZE THE CURRICULUM, SECURE NECESSARY EQUIPMENT, PUBLICIZE THE PROGRAM, RECRUIT STUDENTS, AND PLACE GRADUATES. SPECIFIC NEEDS OF THE COMMUNITY, IDENTIFIED BY SURVEYS, SHOULD BE THE BASIS OF PROGRAM DEVELOPMENT. BOTH TEACHERS WITH SUITABLE TRADE EXPERIENCE AND EMPLOYERS WHO WILL ASSIST WITH COOPERATIVE TRAINING OPPORTUNITIES ARE NEEDED. PROVISION OF FOOD MATERIALS FOR THE CLASS AND UTILIZATION OF FINISHED PRODUCTS ARE MAJOR CONSIDERATIONS IN THIS TYPE OF PROGRAM. GUIDELINES ARE PRESENTED FOR PROGRAM PLANNING AND DEVELOPMENT, PROGRAM OPERATION FOR HIGH SCHOOL YOUTH, EMPLOYER RESPONSIBILITY FOR ON-THE-JOB TRAINING, AND PROMOTION AND CONDUCT OF PREPARATORY AND EXTENSION COURSES FOR ADULTS. THE DOCUMENT IS ILLUSTRATED WITH PHOTOGRAPHS AND CONTAINS A LIST OF RELATED PUBLICATIONS. (EP)

AVAILABILITY: GOVERNMENT PRINTING OFFICE, NORTH CAPITOL AND H STREETS, N.W., WASHINGTON, D.C. 20401 (FS5.284:84033, $.30).

INSTITUTION NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED021149 VT006006

PUBLICATION DATE: 1MAR68

TITLE: AUTOMOTIVE DIESEL MAINTENANCE. PROGRAM OUTLINE.

INSTITUTION CODE: RUE32655

DESCRIPTORS: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *CURRICULUM GUIDES; *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.96

DESCRIPTIVE NOTE: 22P.

ISSUE: CURRENT

INFORMATIONAL TOPICS COVERED IN THE TEXT MATERIALS AND SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILMS FOR A 2-YEAR, 55 MODULE PROGRAM IN AUTOMOTIVE DIESEL MAINTENANCE ARE GIVEN. THE 30 MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684, AND THE 25 MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THIS DOCUMENT IS AVAILABLE FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021126 VT005709

PUBLICATION DATE: 19OCT67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XXV, MICHIGAN/CLARK TRANSMISSION--TROUBLESHOOTING.

INSTITUTION CODE: NS052685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.60

DESCRIPTIVE NOTE: 38P.

ISSUE: CUMRPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF TROUBLESHOOTING PROCEDURES FOR A SPECIFIC TRANSMISSION USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE (1) PRELIMINARY CHECKS, (2) PRESSURE AND OIL FLOW CHECKS, (3) TROUBLESHOOTING TABLES, (4) TROUBLESHOOTING VEHICLES UNDER FIELD CONDITIONS, AND (5) ANALYZING UNACCEPTABLE INSPECTION RESULTS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "MICIGAN/CLARK TRANSMISSION--TROUBLESHOOTING" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR$1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-25

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021125 VT005708

PUBLICATION DATE: 21SEP67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XXIV, MICHIGAN/CLARK TRANSMISSION--OIL FLOW THROUGH THE CONTROL COVER ASSEMBLY.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.56

DESCRIPTIVE NOTE: 12P.

ISSUE: CUMRPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE SERVICING PROCEDURES FOR THE CONTROL SYSTEM OF A SPECIFIC TRANSMISSION USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE EXAMINING THE CONTROL COVER ASSEMBLY, REGULATING VALVE AND SAFETY VALVE, AND INSPECTING THE SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "MICHIGAN/CLARK TRANSMISSION--MECHANICAL AND HYDRAULIC SHIFT AND OIL FLOW THROUGH THE VALVES AND CONTROL COVER ASSEMBLY" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. T 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-24

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021124 VT005707

PUBLICATION DATE: 25SEP67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XXIII, MICHIGAN/CLARK TRANSMISSION--HYDRAULIC SHIFT.

INSTITUTION CODE: NSD52685; PUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.88

DESCRIPTIVE NOTE: 45P.

ISSUE: CUMRPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE SHIFTING AND CONTROL FUNCTIONS OF A SPECIFIC TRANSMISSION USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE MECHANICAL AND HYDRAULIC SHIFTING, AND OIL FLOW THROUGH THE CONTROL VALVE. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "MICHIGAN/CLARK TRANSMISSION--MECHANICAL AND HYDRAULIC SHIFT AND OIL FLOW THROUGH THE VALVES AND CONTROL COVER ASSEMBLY" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-23

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021123 VT005706

PUBLICATION DATE: 22SEP67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XXII, MICHIGAN/CLARK TRANSMISSION--CONVERTER/TRANSMISSION.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.24

DESCRIPTIVE NOTE: 54P.

ISSUE: CUMRER

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP A DETAILED UNDERSTANDING OF A SPECIFIC POWER CONVERTER AND TRANSMISSION USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE A CLOSER LOOK AT THE CONVERTER, CONVERTER ASSEMBLY AND INSTALLATION, TRANSMISSION FUNCTION, AND TRANSMISSION SHIFTING. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "MICHIGAN/CLARK TRANSMISSION--TRANSMISSION AND CONVERTER FUNCTION" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE I" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER; 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-22

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021122 VT005705

PUBLICATION DATE: 22SEP67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XXI, MICHIGAN/CLARK TRANSMISSION--COMPLETE POWER TRAIN.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.32

DESCRIPTIVE NOTE: 31P.

ISSUE: CUMREPT

THIS MOSULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF A SPECIFIC POWER TRAIN SYSTEM USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE EXAMINING THE POWER FLOW, UNIT OIL FLOW, AND OIL PRESSURE IN THE CONVERTER AND TRANSMISSION SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAM TRAINING FILM "UNDERSTANDING THE MICHIGAN/CLARK POWER TRAIN" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-21

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021121 VT005704

PUBLICATION DATE: 20OCT67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XX, TROUBLESHOOTING ELECTRICAL SYSTEMS.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; MOTOR VEHICLES; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.84

DESCRIPTIVE NOTE: 44P.

ISSUE: CURRENT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO ACQUAINT THE TRAINEE WITH TROUBLESHOOTING PROCEDURES FOR DIESEL ENGINE ELECTRICAL SYSTEMS. TOPICS ARE (1) TROUBLESHOOTING ELECTRICAL SYSTEMS (INTRODUCTION), (2) TOOLS AND INSTRUMENTS FOR TROUBLESHOOTING, (3) THE BATTERY, (4) PERIODIC BATTERY SERVICING, (5) THE DC CHARGING SYSTEM, (6) PERIODIC REGULATOR SERVICING, (7) THE WIRING CIRCUIT, (8) GENERAL TROUBLESHOOTING OF THE CHARGING SYSTEM, (9) THE AC CHARGING SYSTEM, (10) THE CRANKING SYSTEM (ELECTRICAL), AND (11) GENERAL TROUBLESHOOTING OF THE CRANKING SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "TROUBLESHOOTING ELECTRICAL SYSTEMS (INTRODUCTION TO BASIC AND GENERAL PROCEDURES)" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 006 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-20

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021120 VT005703

PUBLICATION DATE: 30OCT67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XIX, LEARNING ABOUT CRANKING MOTORS.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; ELECTRICAL SYSTEMS; *EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.80

DESCRIPTIVE NOTE: 43P.

ISSUE: CUMREPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATING PRINCIPLES OF CRANKING MOTORS USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE (1) CRANKING MOTORS, (2) MOTOR PINCIPLES, (3) CRANKING MOTOR CIRCUITS, (4) TYPES OF CRANKING MOTOR DRIVES, AND (5) CRANKING MOTOR SOLENOID CIRCUITS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "LEARNING ABOUT CRANKING MOTORS" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-19

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021119 VT005702

PUBLICATION DATE: 26SEP67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XVIII, ALTERNATOR AND REGULATOR SERVICING AND TESTING, AND AN INTRODUCTION TO TRANSISTOR REGULATORS.

INSTITUTION CODE: NSD52685: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.16

DESCRIPTIVE NOTE: 52P.

ISSUE: CUMRPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED AS A REVIEW OF THE OPERATING PRINCIPLES AND SERVICING PROCEDURES FOR GENERATORS AND AS AN INTRODUCTION TO TRANSISTOR CONTROLLED VOLTAGE REGULATION FOR GENERATORS USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE (1) REVIEW OF GENERATOR PRINCIPLES, AC AND DC, (2) SERVICING AND TESTING ALTERNATORS, AND (3) INTRODUCTION TO TRANSISTOR REGULATORS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "INTRODUCTION TO TRANSISTORS AND TRANSISTOR CONTROLLED AND TRANSISTORIZED REGULATORS" AND OTHER MATERIALS. SEE VT 006 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-18

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021118 VT005701

PUBLICATION DATE: 05OCT67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XVII, LEARNING ABOUT AC GENERATOR (ALTERNATOR) PRINCIPLES (PART II).

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.72

DESCRIPTIVE NOTE: 41P.

ISSUE: CUMRPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATING PRINCIPLES AND THE SERVICING AND TESTING PROCEDURES FOR ALTERNATING CURRENT (AC) GENERATORS AND REGULATORS USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE REVIEW OF ALTERNATOR PRINCIPLES, ALTERNATOR SERVICING AND TESTING, ALTERNATOR REGULATOR OPERATING PRINCIPLES, AND PERIODIC REGULATOR SERVICING AND GENERAL TROUBLESHOOTING OF THE CHARGING SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "AC GENERATORS II--REGULATOR AND FIELD RELAY OPERATING PRINCIPLES AND ALTERNATOR TESTING" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-17

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021117 VT005700

PUBLICATION DATE: 09SEP67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XVI, LEARNING ABOUT AC GENERATOR (ALTERNATOR) PRINCIPLES (PART I).

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.76

DESCRIPTIVE NOTE: 42P.

ISSUE: CUMRPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATING PRINCIPLES OF ALTERNATING CURRENT GENERATORS USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE REVIEWING ELECTRICAL FUNDAMENTALS, AND OPERATING PRINCIPLES OF ALTERNATORS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "AC GENERATORS I--UNDERSTANDING ALTERNATOR PRINCIPLES" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-16

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021116 VT005699

PUBLICATION DATE: 12SEP67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XV, UNDERSTANDING DC GENERATOR PRINCIPLES (PART II).

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.00

DESCRIPTIVE NOTE: 48P.

ISSUE: CUMREPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF MAINTENANCE PROCEDURES FOR DIRECT CURRENT GENERATORS USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE SPECIAL GENERATOR CIRCUITS, GENERATOR TESTING, AND GENERATOR POLARITY. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "DC GENERATORS II--GENERATOR TESTING PROCEDURES" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-15

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021115 VT005698

PUBLICATION DATE: 06SEP67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XIV, UNDERSTANDING DC GENERATOR PRINCIPLES.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.92

DESCRIPTIVE NOTE: 46P.

ISSUE: CUMRPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATING PRINCIPLES OF DIRECT CURRENT GENERATORS USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE (1) WHAT IS A GENERATOR AND ITS USE, (2) SHUNT GENERATOR PRINCIPLES, (3) POWER AND RATINGS OF A GENERATOR, (4) ARMATURE REACTION, (5) WHAT IS POLARITY, (6) TWO GENERATOR CIRCUITS, AND (7) APPLICATION OF GENERATORS ON THE JOB. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "DC GENERATORS I--INTRODUCTION TO DC GENERATOR PINCIPLES" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-14

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021114 VT005697

PUBLICATION DATE: 08SEP67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XIII, BATTERY SERVICE AND TESTING PROCEDURES--PART II.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.88

DESCRIPTIVE NOTE: 45P.

ISSUE: CUMRPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO FAMILIARIZE THE TRAINEE WITH PROCEDURES FOR SERVICING LEAD-ACID STORAGE BATTERIES USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE (1) ELECTROLYTE AND SPECIFIC GRAVITY, (2) BATTERY CHARGING, (3) STORAGE BATTERY TYPES AND DESIGN, (4) BATTERY CAPACITY RATINGS, (5) BATTERY INSTALLATION, SERVICING, AND TESTING, (6) FACTORS AFFECTING BATTERY LIFE, AND (7) SAFETY PRECAUTIONS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "AUTOMOTIVE BATTERIES II--BATTERY SERVICING AND TESTING PROCEDURES" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 695 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-13

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021113 VT005696

PUBLICATION DATE: 07SEP67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XII, LEARNING ABOUT BATTERY SERVICING AND TESTING (PART I).

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

IDENTIFIER: *ELECTICAL SYSTEMS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.76

DESCRIPTIVE NOTE: 42P.

ISSUE: CUMRPT

THID MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE CONSTRUCTION AND MAINTENANCE OF LEAD-ACID STORAGE BATTERIES USED ON DIESEL POWERED EQUIPMENT. TOPICS ARE (1) BATTERY COMPONENTS AND CONSTRUCTION, (2) CHEMICAL ACTION IN BATTERIES, (3) THE BATTERY AND THE CHARGING CIRCUIT, (4) BATTERY CHARGING VOLTAGE, (5) EFFECTS OF STATE OF CHARGE ON BATTERY CHARGING VOLTAGE AND CHARGING RATES, (6) EFFECTS OF TEMPERATURE ON BATTERY CHARGING VOLTAGE AND CHARGING RATES, AND (7) TERMINOLOGY. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "AUTOMOTIVE BATTERIES I--INTRODUCTION TO THE LEAD-ACID STORAGE BATTERY" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 006 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-12

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021112 VT005695

PUBLICATION DATE: 08AUG67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT XI, INTRODUCTION TO ELECTRICAL MAINTENANCE FOR OFF-HIGHWAY VEHICLES.

INSTITUTION CODE: RUE32655

DESCRIPTOR: *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *ELECTRICAL SYSTEMS; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.76

DESCRIPTIVE NOTE: 42P.

ISSUE: CUMRPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO FAMILIARIZE THE TRAINEE WITH THE FUNDAMENTALS OF ELECTRICITY AND MAGNETISM AS THEY RELATE TO DIESEL POWERED EQUIPMENT. TOPICS ARE (1) FUNDAMENTALS OF ELECTRICITY AND MAGNETISM, (2) ELECTROMAGNETIC FIELDS, (3) MAGNETIC FORCE ON A CONDUCTOR, (4) ELECTROMAGNETIC INDUCTION, (5) OHM'S LAW, (6) METER MOVEMENTS, AND (7) GLOSSARY OF TERMS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "UNDERSTANDING THE FUNDAMENTALS OF ELECTRICITY AND MAGNETISM" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTEMAMCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-11

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021111 VT005694

PUBLICATION DATE: 10MAY67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT X, AUTOMATIC TRANSMISSIONS--HYDRAULIC SYSTEMS (PART II).

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; EQUIPMENT MAINTENANCE; HYDRAULICS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.76

DESCRIPTIVE NOTE: 42P.

ISSUE: CUMREPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO PROVIDE A SUMMARY OF MAINTENANCE PROCEDURES FOR AUTOMATIC TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) CHECKING THE HYDRAULIC SYSTEM, (2) SERVICING THE HYDRAULIC SYSTEM, (3) EXAMINING THE RANGE CONTROL VALVE, (4) EXAMINING THE LOCK-UP AND FLOW VALVE, (5) EXAMINING THE MAIN REGULATOR VALVE, (6) EXAMINING THE BRAKE VALVE, AND (7) DUAL PATH TRANSMISSION PRINCIPLE. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "SUMMARIZING MECHANICAL AND AUTOMATIC TRANSMISSIONS" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMATIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-10

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021110 VT005693

PUBLICATION DATE: 02JUN67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT IX, AUTOMATIC TRANSMISSIONS--HYDRAULIC SYSTEM (PART I).

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; EQUIPMENT MAINTENANCE; *HYDRAULICS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.56

DESCRIPTIVE NOTE: 37P.

ISSUE: CUMRPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OIL FLOW WITHIN HYDRAULIC TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE GENERAL DESCRIPTION, HYDRAULIC CIRCUITS, AND BRAKE HYDRAULIC CIRCUIT AND OPERATION. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "LEARNING ABOUT THE ALLISON TOROMATIC HYDRAULIC SYSTEM (PART II)" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-9

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021109 VT005692

PUBLICATION DATE: 10MAY67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT VIII, AUTOMATIC TRANSMISSIONS--ALLISON TORQUMATIC SERIES 5960, 6060, AND 8860 (PART II).

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.60

DESCRIPTIVE NOTE: 38P.

ISSUE: CURRENT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF SPECIFIC MODELS OF AUTOMATIC TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) GENERAL DESCRIPTION, (2) OPTIONAL EQUIPMENT, (3) TRANSMISSION POWER FLOW (SPLITTER SECTION), (4) TRANSMISSION POWER FLOW (RANGE SECTION), (5) INSPECTION AND MAINTENANCE, AND (6) TROUBLESHOOTING THE TRANSMISSION. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "LEARNING ABOUT THE ALLISON TORQUMATIC HYDRAULIC SYSTEM (PART I)" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGR AM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 00 6. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONI C TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERI NG INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-8

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021108 VT005691

PUBLICATION DATE: 13APR67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT VII, AUTOMATIC TRANSMISSIONS--ALLISON, TORQUMATIC SERIES 5960 AND 6060 (PART I).

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.92

DESCRIPTIVE NOTE: 21P.

ISSUE: CUMRPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF SPECIFIC MODELS OF AUTOMATIC TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) GENERAL SPECIFICATION DATA, (2) OPTIONS FOR VARIOUS APPLICATIONS, (3) ROAD TEST INSTRUCTIONS, (4) IDENTIFICATION AND SPECIFICATION DATA, (5) ALLISON TC-500 SERIES CONVERTER, (6) CONVERTER HYDRAULIC SYSTEM, AND (7) MAINTAINING THE CONVERTER. THE MODULE CONSISTS OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES, AND TRAINEE TEXT MATERIAL. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685-VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL AND TRANSPARENCIES MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-7

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021107 VT005690

PUBLICATION DATE: 12AUG67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT VI, AUTOMATIC TRANSMISSIONS--PLANETARY GEARING.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.48

DESCRIPTIVE NOTE: 35P.

ISSUE: CUMREPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO ACQUAINT THE TRAINEE WITH THE OPERATION OF PLANETARY GEARS IN AUTOMATIC TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) PURPOSE OF PLANETARY GEARING, (2) POWER TRANSMISSION THROUGH A PLANETARY SYSTEM, (3) HYDRAMATIC TRANSMISSION, (4) HYDRAULIC SYSTEM, AND (5) GEAR FAILURE AND LUBRICATION. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "UNDERSTANDING PLANETARY GEARING IN RELATION TO AUTOMATIC TRANSMISSIONS" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-6

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021106 VT005689

PUBLICATION DATE: 15MAY67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT V, AUTOMATIC TRANSMISSIONS--TORQUE CONVERTER.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

IDENTIFIER: *AUTO MECHANICS (CCUPATION); DIESEL MATERIALS; PROGRAMED INSTRUCTON

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.04

DESCRIPTIVE NOTE: 49P.

ISSUE: CUMREPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF TORQUE CONVERTERS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) FLUID COUPLINGS (LOCATION AND PURPOSE), (2) PRINCIPLES OF OPERATION, (3) TORQUE CONVERRS, (4) TORQMATIC CONVERTER, (5) THREE STAGE, THREE ELEMENT TORQUE CONVERTER, AND (6) TORQUE CONVERTER MAINTENANCE AND TROUBLESHOOTING. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAM TRAINING FILM "LEARNING ABOUT TORQUE CONVERTERS" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE HEADQUARTERS AND DEVELOPMENT CETER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-5

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021105 VT005688

PUBLICATION DATE: 09MAY67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT III, AUTOMATIC TRANSMISSIONS--HYDRAULICS (PART I).

INSTITUTION CODE: RUE32655

DESCRIPTOR: *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; EQUIPMENT MAINTENANCE; *HYDRAULICS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; PROGRAMED INSTRUCTION; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION

IDENTIFIER: ADULT VEHICLES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.84

DESCRIPTIVE NOTE: 44P.

ISSUE: CUMREPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO INTRODUCE BASIC HYDRAULIC PRINCIPLES AND PROVIDE AN UNDERSTANDING OF HYDRAULIC TRANSMISSIONS USED IN DIESEL POWERED VEHICLES. TOPICS ARE WHY USE HYDRAULICS, REVIEWING BASIC PHYSICS LAWS IN RELATION TO HYDRAULICS, UNDERSTANDING THE HYDRAULIC SYSTEM, AND DEVELOPING A BASIC HYDRAULIC SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "BASIC HYDRAULICS" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-3

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021104 VT005687

PUBLICATION DATE: 30MAR67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2 UNIT IV, AUTOMATIC TRANSMISSIONS--HYDRAULICS (PART II).

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; EQUIPMENT MAINTENANCE; *HYDRAULICS; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HCP$2.12

DESCRIPTIVE NOTE: 51P.

ISSUE: CUMREPT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF VALVES UTILIZED IN HYDRAULIC TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) REVIEWING FACTS ABOUT PUMPS, (2) USING VALVES FOR CONTROL, (3) TROUBLESHOOTING PROCEDURES ON RELIEF VALVES, (4) USING DIRECTIONAL CONTROL VALVES, AND (5) FLOW CONTROL VALVES. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "UNDERSTANDING DIRECTIONAL CONTROL VALVES" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-4

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021103 VT005686

PUBLICATION DATE: 07MAR67

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT II, MECHANICAL TRANSMISSIONS.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.68

DESCRIPTIVE NOTE: 40P.

ISSUE: CURRENT

THIS MODULE OF A 25-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF MECHANICAL TRANSMISSIONS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) PURPOSE OF TRANSMISSIONS, (2) RATIO DIFFERENCE, (3) CONSTANT MESH TRANSMISSIONS, (4) FOUR-SPEED TRUCK TRANSMISSION POWER FLOW, AND (5) TRANSMISSION TROUBLESHOOTING. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL PROGRAMED TRAINING FILM "UNDERSTANDING MECHANICAL TRANSMISSIONS" AND OTHER MATERIALS. SEE VT 005 685 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-2-2

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021102 VT005685

PUBLICATION DATE: 07DEC68

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 2. UNIT I, UNDERSTANDING MECHANICAL CLUTCHES.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; *EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.92

DESCRIPTIVE NOTE: 46P.

ISSUE: CURRENT

ONE OF A 25-MODULE COURSE DESIGNED TO UPGRADE THE JOB SKILLS AND TECHNICAL KNOWLEDGE OF DIESEL MAINENANCE MECHANICS THIS MATERIAL WAS DEVELOPED BY INDUSTRIAL TRAINING AND SUBJECT-MATTER SPECIALISTS AND TESTED IN INDUSTRIAL TRAINING SITUATIONS. THE PURPOSE OF THIS FIRST UNIT IS TO DEVELOP AN UNDERSTANDING OF COMPONENTS, OPERATION, AND ADJUSTMENTS OF THE DIFFERENT TYPES OF MECHANICAL CLUTCHES USED ON DIESEL POWERED VEHICLES. THE MODULE CONSISTS OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES, AND A LIST OF SUGGESTED SUPPLEMENTARY MATERIALS FOR 2 HOURS OF GROUP INSTRUCTION, TRAINEE TEXT MATERIAL, AND A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "LEARNING ABOUT MECHANICAL CLUTCHES" FOR SELF-PACED INDIVIDUAL INSTRUCTION USING AN ELECTRONIC TUTOR. A REPRODUCTION OF THE TRAINING FILM WITH PROGRAM BRANCHING INFORMATION IS INCLUDED SO THAT IT MAY BE DEVELOPED AS PRINTED MATERIAL FOR USE WITHOUT THE ELECTRONIC TUTOR. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 685 - VT 005 709. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 1" ARE AVAILABLE AS VT 005 655 - VT 005 684. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILAIBE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115 (HC)

REPORT NUMBER: AM-2-1

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021101 VT005684

PUBLICATION DATE: 11NOV66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXX, I--CATERPILLAR DIESEL ENGINE MAINTENANCE SUMMARY, II--REIEWING FACTS ABOUT ALTERNATORS.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.72

DESCRIPTIVE NOTE: 41P.

ISSUE: CUMREPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO PROVIDE A SUMMARY OF DIESEL ENGINE MAINTENANCE FACTORS AND A REVIEW OF DIESEL ENGINE ALTERNATOR OPERATION. THE SEVEN SECTIONS COVER DIESEL ENGINE TROUBLESHOOTING AND THE OPERATION, TESTING, AND ADJUSTING OF ALTERNATORS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "SUMMARIZING CATERPILLAR ENGINES" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-30

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021100 VT005683

PUBLICATION DATE: 13OCT66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXIX, REVIEWING THE CONSTRUCTION OF ENGINE COMPONENTS.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.24

DESCRIPTIVE NOTE: 29P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO PROVIDE A REVIEW OF THE CONSTRUCTION AND OPERATION OF DIESEL ENGINE COMPONENTS. TOPICS ARE STATIONARY PARTS, ENGINE MOVING PARTS, PISTON RINGS, AND CONNECTING RODS AND PISTON PINS. THE MODULE CONSISTS OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES, A LIST OF SUGGESTED SUPPLEMENTARY MATERIALS, AND TRAINEE TEXT MATERIAL. SEE VT 005 665 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL AND TRANSPARENCIES MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-29

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021099 VT005682

PUBLICATION DATE: 05OCT66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXVIII, I--CATERPILLAR STARTING (PONEY) ENGINE (PART II), II--UNDERSTANDING MORE ABOUT STARTING DEVICES.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.04

DESCRIPTIVE NOTE: 24P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF DIESEL ENGINE STARTING ENGINES. TOPICS ARE (1) STARTING ENGINE MAGNETO (WICO), (2) MAGNETO MAINTENANCE, (3) SPARK PLUGS, (4) GENERAL DESCRIPTION (STARTING DEVICES), (5) OPERATING (STARTING DEVICES), (6) LUBRICATION (STARTING DEVICES), (7) PERIODIC CHECKS AND ADJUSTMENTS, AND (8) CRANKING MOTOR DRIVE CHECKS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "CATERPILLAR DIESEL STARTING ENGINE" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILALBE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-28

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021098 VT005681

PUBLICATION DATE: 23SEP66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXVII, I--CATERPILLAR STARTING (PONEY) ENGINE (PART I), II--LEARNING ABOUT BRAKES (PART II).

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.84

DESCRIPTIVE NOTE: 44P.

ISSUE: CUMRERT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE CONSTRUCTION AND OPERATION OF DIESEL ENGINE STARTING ENGINES AND BRAKE SYSTEMS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) GENERAL DESCRIPTION, (2) OPERATION, (3) COMBUSTION SPACE AND VALVE ARRANGEMENT (STARTING ENGINES), (4) TYPES OF BRAKES, AND (5) DOUBLE ACTUATED DRUM BRAKES. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "CATERPILLAR DIESEL STARTING ENGINE" AND OTHER MATERIALS. SEE VT 006 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-27

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021097 VT005680

PUBLICATION DATE: 15EP66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXVI, I--CATERPILLAR LUBRICATION SYSTEMS AND COMPONENTS, II--LEARNING ABOUT BRAKES (PART I).

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.36

DESCRIPTIVE NOTE: 32P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE FUNCTIONS OF DIESEL ENGINE LUBRICATION SYSTEMS AND COMPONENTS AND THE PRINCIPLES OF OPERATION OF BRAKE SYSTEMS USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) THE NEED FOR OIL, (2) SERVICE CLASSIFICATION OF OILS, (3) CATERPILLAR LUBRICATION SYSTEM COMPONENTS (4) PRINCIPLES OF OPERATION (BRAKES), (5) BRAKE FRICTION PRINCIPLE, (6)BRAKE CONTROL SYSTEM, AND (7) INSPECTION OF BRAKES. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "CAERPILAR LUBRICATION SYSTEMS AND COMPONENTS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENACE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEARPROGRAM OUTLINE FO "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2"IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND OHIO 44115. (HC)

REPORT NUMBER: AM-1-26

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021095 VT005678

PUBLICATION DATE: 16AUG66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXIV, I--MAINTAINING THE FUEL SYSTEM PART III--CATERPILLAR DIESEL ENGINE, II--UNDERSTANDING THE VOLTAGE REGULATOR/ALTERNATOR.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.04

DESCRIPTIVE NOTE: 24P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE FUEL AND BATTERY CHARGING SYSTEM. TOPICS ARE (1) INJECTION TIMING CONTROLS, (2) GOVERNOR, (3) FUEL SYSTEM MAINTENANCE TIPS, (4) THE CHARGING SYSTEM, (5) REGULATING THE GENERATOR/ALTERNATOR, AND (6) CHARGING SYSTEM SERVICE PRECAUTIONS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING THE CATERPILLAR FUEL SYSTEM" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-24

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021094 VT005677

PUBLICATION DATE: 16AUG66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXIII, I--MAINTAINING THE FUEL SYSTEM, PART II--CATERPILLAR DIESEL ENGINE, II--UNDERSTANDING STEERING SYSTEMS.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.80

DESCRIPTIVE NOTE: 18P.

ISSUE: CUMREPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE FUEL INJECTION SYSTEM AND THE STEERING SYSTEM OF DIESEL POWERED VEHICLES. TOPICS ARE FUEL INJECTION SECTION, AND DESCRIPTION OF THE STEERING SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING THE CATERPILLAR FUEL SYSTEM" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUOTMOTIVE DIESEL MAINTENANCE 1 AND 1" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-23

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021093 VT005676

PUBLICATION DATE: 13AUG66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXII, I--MAINTAINING THE FUEL SYSTEM (PART I)--CUMMINS DIESEL ENGINE, II--UNDERSTANDING THE DIFFERENTIAL.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.40

DESCRIPTIVE NOTE: 33P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE FUNCTION AND MAINTENANCE OF THE DIESEL ENGINE FUEL SYSTEM AND DIFFERENTIAL DRIVE UNITS USED IN DIESEL POWERED VEHICLES. TOPICS ARE (1) FUEL SYSTEM COMPARISONS, (2) FUEL SYSTEM SUPPLY COMPONENTS, (3) FUEL SUPPLY SECTION MAINTENANCE, (4) FUNCTION OF THE DIFFERENTIAL, (5) CONSTRUCTION OF THE DIFFERENTIAL, AND (6) DIFFERENTIAL REMOVAL. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING THE CATERPILLAR FUEL SYSTEM" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAM TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-22

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021092 VT005675

PUBLICATION DATE: 9AUG66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XXI, I--MAINTAINING THE AIR SYSTEM--CATERPILLAR DIESEL ENGINE, II--UNDERSTANDING REAR END SUSPENSION.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.80

DESCRIPTIVE NOTE: 43P.

ISSUE: CUMREPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE AIR SYSTEM AND REAR AXLE SUSPENSION USED ON DIESEL POWERED VEHICLES. TOPICS ARE (1) AIR INDUCTION AND EXHAUST SYSTEM, (2) VALVE MECHANISM, (3) TROUBLESHOOTING THE AIR SYSTEM, (4) PURPOSE OF VEHICLE SUSPENSION, (5) TANDEM DRIVE AXLE SUSPENSION, AND (6) COMPRESSED NITROGEN CYLINDER SUSPENSION SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "MAINTAINING THE AIR INTAKE AND EXHAUST SYSTEMS--CATERPILLAR DIESEL ENGINE" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 685. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-21

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021091 VT005674

PUBLICATION DATE: 21JUL66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XX, CUMMINS DIESEL ENGINE, MAINTENANCE SUMMARY.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.44

DESCRIPTIVE NOTE: 34P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO PROVIDE A SUMMARY OF THE REASONS AND PROCEDURES FOR DIESEL ENGINE MAINTENANCE. TOPICS ARE WHAT ENGINE BREAK-IN MEANS, ENGINE BREAK-IN, TORQUING BEARINGS (TEMPLATE METHOD), AND THE NEED FOR MAINTENANCE. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "CUMMINS DIESEL ENGINE MAINTENANCE SUMMARY" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-20

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021090 VT005673

PUBLICATION DATE: 19JUL66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XIX, I--ENGINE TUNE-UP--CUMMINS DIESEL ENGINE, II--FRONT END SUSPENSION AND AXLES.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.44

DESCRIPTIVE NOTE: 34P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF DIESEL ENGINE TUNE-UP PROCEDURES AND THE DESIGN OF FRONT END SUSPENSION AND AXLES USED ON DIESEL ENGINE EQUIPMENT. TOPICS ARE (1) PRE-TUNE-UP CHECKS, (2) TIMING THE ENGINE, (3) INJECTOR PLUNGER AND VALVE ADJUSTMENTS, (4) FUEL PUMP ADJUSTMENTS ON THE ENGINE (PTR AND PTG), (5) HISTORY OF FRONT AXLES, AND (6) AXLE LOADS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "PRINCIPLES OF TUNE-UP--CUMMINS DIESEL ENGINE" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-19

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021089 VT005672

PUBLICATION DATE: 16JUN66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XVIII, I--UNDERSTAND ENGINE GEARS AND GEARING PRINCIPLES, II--MACK INTER-AXLE POWER DIVIDER.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.00

DESCRIPTIVE NOTE: 48P.

ISSUE: CUMREPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF DIESEL ENGINE GEARS AND GEARING PRINCIPLES AND THE OPERATING PRINCIPLES AND MAINTENANCE OF POWER DIVIDERS (GEAR BOXES) USED IN DIESEL ENGINE POWER TRANSMISSION. TOPICS ARE (1) THE PURPOSE OF THE ENGINE GEARS, (2) INSPECTING FOR GEAR FAILURES, (3) INSPECTING FOR SHAFT FAILURES, (4) USING SNAP RINGS TO POSITION GEARS OR BEARINGS, (5) OPERATING PRINCIPLES (POWER DIVIDER), AND (6) REPAIRING THE MACK POWER DIVIDER. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING GEARS AND GEAR RATIOS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-18

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021088 VT005671

PUBLICATION DATE: 24MAY66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XVII, I--MAINTAINING THE LUBRICATION SYSTEM--CUMMINS DIESEL ENGINE, II--UNIT INSTALLATION AND REMOVAL--DRIVE LINES.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTORS: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.24

DESCRIPTIVE NOTE: 54P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE DIESEL ENGINE LUBRICATION SYSTEM AND THE PROCEDURES FOR REMOVAL AND INSTALLATION OF THE DRIVE LINE USED IN DIESEL ENGINE POWER DISTRIBUTION. TOPICS ARE (1) PROLONGING ENGINE LIFE, (2) FUNCTIONS OF THE LUBRICATING SYSTEM, (3) TRACING THE LUBRICANT FLOW, (4) DETERMINING LUBRICATION SYSTEM FAILURES, (5) MAINTAINING LUBRICATION SYSTEM COMPONENTS, (6) LEARNING ABOUT OIL TESTS, (7) FIELD TESTING OF OIL, (7) DRIVE LINE DESCRIPTION, (8) REMOVAL OF DRIVE LINE, AND (9) TROUBLESHOOTING (DRIVE LINE). THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING DIESEL ENGINE LUBRICATION SYSTEMS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-17

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021087 VT005670

PUBLICATION DATE: 9MAY66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1, UNIT XVI, I--USE AND CARE OF SMALL HAND TOOLS, II--PRINCIPLES OF THE POWER DIVIDER.

INSTITUTION CODE: NSD52685; RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; KINETICS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.00

DESCRIPTIVE NOTE: 48P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF SMALL HAND TOOLS USED IN DIESEL ENGINE MAINTENANCE AND THE OPERATING PRINCIPLES AND MAINTENANCE OF POWER DIVIDERS (GEAR BOXES) USED IN DIESEL ENGINE POWER DISTRIBUTION. TOPICS ARE (1) UNDERSTANDING TORQUE AND HOW IT IS MEASURED, (2) REPAIRING AND REPLACING THREADED FASTENERS, (3) UNDERSTANDING THE OPERATING PRINCIPLES (POWER DIVIDERS), AND (4) POWER DIVIDER REMOVAL. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "PRINCIPLES AND APPLICATIONS OF BASIC MACHINES" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-16

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.; MINNESOTA STATE DEPT. OF EDUCATION, ST. PAUL. VOCATIONAL EDUCATION.

ACCESSION NUMBERS: ED021086 VT005669

PUBLICATION DATE: 26APR66

TITLE: AUTOMOTIVE DIESEL MAINTENACE 1. UNIT XV, I--MAINTAINING THE COOLING SYSTEM, CUMMINS DIESEL ENGINE, I--UNIT INSTALLATION--TRANSMISSION.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.72

DESCRIPTIVE NOTE: 41P.

ISSUE: CUMREPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE FUNCTION AND MAINTENANCE OF THE DIESEL ENGINE COOLING SYSTEM AND THE PROCEDURES FOR TRANSMISSION INSTALLATION. TOPICS ARE (1) IMPORTANCE OF THE COOLING SYSTEM, (2) COOLING SYSTEM COMPONENTS, (3) EVALUATING COOLING SYSTEM FAILURES, (4) CARING FOR THE COOLING SYSTEM, (5) PREPARATION FOR INSTALLATION (TRANSMISSION), AND (6) INSTALLING TRANSMISSION. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "PRINCIPLES OF DIESEL ENGINE C OOLING SYSTEMS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MOD ULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOM OTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-15

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021035 VT005668

PUBLICATION DATE: 19APR66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XIV, I--MAINTAINING THE AIR SYSTEM, CUMMINS DIESEL ENGINE, II--UNIT REMOVAL--TRANSMISSION.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.92

DESCRIPTIVE NOTE: 46P.

ISSUE: CUMREPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATING PRINCIPLES AND MAINTENANCE OF THE DIESEL ENGINE AIR SYSTEM AND THE PROCEDURES FOR TRANSMISSION REMOVAL. TOPICS ARE (1) DEFINITION OF TERMS RELATED TO THE DIESEL AIR SYSTEM, (2) PRNCIPLES OF DIESEL AIR COMPRESSORS, (3) PRINCIPLES OF AIR STARTING MOTORS, (4) SERVICING CUMMINS AIR SYSTEM COMPONENTS, (5) PREPARATION FOR REMOVAL (TRANSMISSION), AND (6) UNIT REMOVAL. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING THE DIESEL AIR SYSTEM" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-14

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021084 VT005667

PUBLICATION DATE: 15MAR66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XIII, I--MAINTAINING THE FUEL SYSTEM (PART III), CUMMINS DIESEL ENGINES, II--RADIATOR SHUTTER SYSTEM.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$2.40

DESCRIPTIVE NOTE: 58P.

ISSUE: CUMREPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE CONSTRUCTION, OPERATION, AND MAINTENANCE OF THE DIESEL ENGINE FUEL AND RADIATOR SHUTTER SYSTEMS. TOPICS ARE (1) MORE ABOUT THE CUMMINS FUEL SYSTEM, (2) CALIBRATING THE PT FUEL PUMP, (3) CALIBRATING THE FUEL INJECTORS, (4) UNDERSTANDING THE SHUTTER SYSTEM, (5) THE SHUTTER, (6) SHUTTER CONTROL CYLINDER, AND (7) SHUTTER CONTROL VALVE. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "OPERATION OF THE CUMMINS PT FUEL SYSTEM COMPONENTS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-13

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021083 VT005666

PUBLICATION DATE: 24FEB66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE L, UNIT XII, PART I--MAINTAINING THE FUEL SYSTEM (PART II), CUMMINS DIESEL ENGINE, PART II--UNIT INSTALLATION (ENGINE).

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.60

DESCRIPTIVE NOTE: 38P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE FUEL SYSTEM AND THE PROCEDURES FOR DIESEL ENGINE INSTALLATION. TOPICS ARE FUEL FLOW CHARACTERISTICS, PTG FUEL PUMP, PREPARATION FOR INSTALLATION, AND INSTALLING ENGINE. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "PRINCIPLES OF TORCH CUTTING" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE NEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-12

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021032 VT005665

PUBLICATION DATE: 31JAN66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT XI, PART I--MAINTAINING THE FUEL SYSTEM (PART I), CUMMINS DIESEL ENGINES, PART II--UNIT REPLACEMENT (ENGINE).

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.08

DESCRIPTIVE NOTE: 50P.

ISSUE: CUMREPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF DIFFERENCES BETWEEN TWO AND FOUR CYCLE ENGINES, THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE FUEL SYSTEM, AND THE PROCEDURES FOR DIESEL ENGINE REMOVAL. TOPICS ARE (1) REVIEW OF TWO CYCLE AND FOUR CYCLE CONCEPT, (2) SOME BASIC CHARACTERISTICS OF FOUR CYCLE ENGINES, (3) THE CUMMINS FUEL SYSTEM, (4) PREPARATION FOR REMOVAL, AND (5) UNIT REMOVAL. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "UNDERSTANDING BASIC HYDRAULICS IN RELATION TO CUMMINS FUEL PUMPS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-11

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021081 VT005664

PUBLICATION DATE: 3JAN66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT X, USE OF MEASURING TOOLS IN DIESEL MAINTENANCE.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; *MEASUREMENT INSTRUMENTS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.16

DESCRIPTIVE NOTE: 52P.

ISSUE: CUMREPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE PRECISION MEASURING TOOLS USED IN DIESEL ENGINE MAINTENANCE. TOPICS ARE (1) LINEAR MEASURE, (2) MEASURING WITH RULES AND TAPES, (3) GETTING PRECISION WITH MICROMETERS, (4) DIAL INDICATORS, (5) TACHOMETERS, (6) TORQUE WRENCH, (7) THICKNESS (TECHER) GAGE, AND (8) VALVE REPAIR EQUIPMENT. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "USE OF MEASURING TOOLS IN DIESEL MAINTENANCE" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 865 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-10

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021080 VT005663

PUBLICATION DATE: 29DEC65

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT IX, ENGINE COMPONENTS.

INSTITUTION CODE: RUE32655

DESCRIPTOR: *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

IDENTIFIER: ADUT VOCATIONAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.88

DESCRIPTIVE NOTE: 45P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE CONSTRUCTION, FUNCTION, AND MAINTENANCE OF DIESEL ENGINE CRANKSHAFTS, CAMSHAFTS, AND ASSOCIATED BEARINGS. TOPICS ARE SHAFTS AND BEARINGS, CAMSHAFTS, BEARINGS AND THEIR MAINTENANCE, AND DETECTING FAILURE. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "ENGINE COMPONENTS--PART II" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAM TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.7 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER,2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-9

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021079 VT005662

PUBLICATION DATE: 10CT66

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT VIII. ENGINE COMPONENTS--PART I.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.32

DESCRIPTIVE NOTE: 56P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE CONSTRUCTION AND MAINTENANCE OF DIESEL ENGINE CYLINDER HEADS AND CYLINDER ASSEMBLIES. TOPICS ARE CYLINDER ASSEMBLY (LINERS), CYLINDER HEADS, VALVES AND VALVE MECHANISMS, AND PISTON AND PISTON RINGS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "ENGINE COMPONENTS--PART I" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: AM-1-8

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021078 VT005661

PUBLICATION DATE: 11OCT65

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT VII, ENGINE TUNE-UP--DETROIT DIESEL ENGINE.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$2.44

DESCRIPTIVE NOTE: 59P.

ISSUE: CURRENT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF TUNE-UP PROCEDURES FOR DIESEL ENGINES. TOPICS ARE SCHEDULING TUNE-UPS, AND TUNE-UP PROCEDURES. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "ENGINE TUNE-UP--DETROIT DIESEL ENGINE" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: PTAM-1-7

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021077 VT005660

PUBLICATION DATE: 40CT65

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT VI, MAINTAINING MECHANICAL GOVERNORS--DETROIT DIESEL ENGINES.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.76

DESCRIPTIVE NOTE: 42P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF MECHANICAL GOVERNORS USED ON DIESEL ENGINES. TOPICS ARE (1) TYPES OF GOVERNORS AND ENGINE LOCATION, (2) GOVERNOR APPLICATIONS, (3) LIMITING SPEED MECHANICAL GOVERNOR, (4) VARIABLE SPEED MECHANICAL GOVERNOR, AND (5) CONSTANT SPEED MECHANICAL GOVERNOR. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "MECHANICAL PRINCIPLES OF GOVERNOR OPERATION" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: PTAM-1-6

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021076 VT005659

PUBLICATION DATE: 10CT65

TITLE: AUTOMOTIVE DIESEL MAINTENANCE, UNIT V, MAINTAINING THE LUBRICATION SYSTEM--DETROIT DIESEL ENGINE.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.68

DESCRIPTIVE NOTE: 40P.

ISSUE: CURRENT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE LUBRICATION SYSTEM. TOPICS ARE LUBE OILS USED, MAINTENANCE OF THE LUBRICATION SYSTEM, AND CRANKCASE VENTILATION COMPONENTS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "BASIC ENGINE LUBRICANT CHARACTERISTICS" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: PTAM-1-5

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021075 VT005658

PUBLICATION DATE: 60CT65

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT IV, MAINTAINING THE COOLING SYSTEM--DETROIT DIESEL ENGINES.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.72

DESCRIPTIVE NOTE: 41P.

ISSUE: CUMRPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE COOLING SYSTEM. TOPICS ARE PURPOSE OF THE COOLING SYSTEM, CARE MAINTENANCE OF THE COOLING SYSTEM, COOLING SYSTEM COMPONENTS, AND TROUBLESHOOTING TIPS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "DIESEL AUTOMOTIVE MAINTENANCE--HEAT TRANSFER" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: PTAM-1-4

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021074 VT005657

PUBLICATION DATE: 29SEP65

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT III, MAINTAINING THE FUEL SYSTEM--DETROIT DIESEL ENGINE.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.84

DESCRIPTIVE NOTE: 44P.

ISSUE: CUMREPT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE FUEL SYSTEM. TOPICS ARE (1) PURPOSE OF THE FUEL SYSTEM, (2) TRACING THE FUEL FLOW, (3) MINOR COMPONENTS OF THE FUEL SYSTEM, (4) MAINTENANCE TIPS, (5) CONSTRUCTION AND FUNCTION OF THE FUEL INJECTORS, AND (6) TROUBLESHOOTING TIPS. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "MAINTAINING THE FUEL SYSTEM--DETROIT DIESEL" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: PTAM-1-3

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021073 VT005656

PUBLICATION DATE: 27SEP65

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT II, MAINTAINING THE AIR SYSTEM--DETROIT DIESEL ENGINES.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$2.40

DESCRIPTIVE NOTE: 58P.

ISSUE: CURRENT

THIS MODULE OF A 30-MODULE COURSE IS DESIGNED TO DEVELOP AN UNDERSTANDING OF THE OPERATION AND MAINTENANCE OF THE DIESEL ENGINE AIR SYSTEM. TOPICS ARE (1) OPERATION AND FUNCTION, (2) AIR CLEANER, (3) AIR SHUT-DOWN HOUSING, (4) EXHAUST SYSTEM, (5) BLOWER, (6) TURBOCHARGER, AND (7) TROUBLE-SHOOTING TIPS ON THE AIR SYSTEM. THE MODULE CONSISTS OF A SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "DIESEL AUTOMOTIVE MAINTENANCE--DETROIT DIESEL AIR SYSTEM" AND OTHER MATERIALS. SEE VT 005 655 FOR FURTHER INFORMATION. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: PTAM-1-2

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED021072 VT005655

PUBLICATION DATE: 29SEP65

TITLE: AUTOMOTIVE DIESEL MAINTENANCE 1. UNIT I, GENERAL INTRODUCTION TO DIESEL ENGINES.

INSTITUTION CODE: RUE32655

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *AUTO MECHANICS (OCCUPATION); *DIESEL ENGINES; EQUIPMENT MAINTENANCE; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL FILMS; MOTOR VEHICLES; PROGRAMED INSTRUCTION; PROGRAMED MATERIALS; *STUDY GUIDES; *TEACHING GUIDES; *TRADE AND INDUSTRIAL EDUCATION; TRANSPARENCIES

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.52

DESCRIPTIVE NOTE: 36P.

ISSUE: CUMRPT

ONE OF A 30-MODULE COURSE DESIGNED TO UPGRADE THE JOB SKILLS AND TECHNICAL KNOWLEDGE OF DIESEL MAINTENANCE MECHANICS, THIS MATERIAL WAS DEVELOPED BY INDUSTRIAL TRAINING AND SUBJECT-MATTER SPECIALISTS AND TESTED IN INDUSTRIAL TRAINING SITUATIONS. THE PURPOSE OF THIS FIRST UNIT IS TO PROVIDE AN INTRODUCTION TO DIESEL ENGINES BY DEVELOPING AN UNDERSTANDING OF THE DIFFERENCES BETWEEN DIESEL AND GASOLINE ENGINES, DIESEL ENGINE COMPONENTS, AND DIESEL OPERATION. THE MODULE CONSISTS OF AN INSTRUCTOR'S GUIDE, TRANSPARENCIES AND A LIST OF SUGGESTED SUPPLEMENTARY MATERIALS FOR 2 HOURS OF GROUP INSTRUCTION, TRAINEE TEXT MATERIAL, AND SELF-INSTRUCTIONAL BRANCH PROGRAMED TRAINING FILM "DIESEL AUTOMOTIVE MAINTENANCE--GENERAL INTRODUCTION" FOR SELF-PACED INDIVIDUAL INSTRUCTION USING AN ELECTRONIC TUTOR. A REPRODUCTION OF THE TRAINING FILM WITH PROGRAM BRANCHING INFORMATION IS INCLUDED SO THAT IT MAY BE DEVELOPED AS PRINTED MATERIAL FOR USE WITHOUT THE ELECTRONIC TUTOR. MODULES IN THIS SERIES ARE AVAILABLE AS VT 005 655 - VT 005 684. MODULES FOR "AUTOMOTIVE DIESEL MAINTENANCE 2" ARE AVAILABLE AS VT 005 685 - VT 005 709. THE 2-YEAR PROGRAM OUTLINE FOR "AUTOMOTIVE DIESEL MAINTENANCE 1 AND 2" IS AVAILABLE AS VT 006 006. THE TEXT MATERIAL, TRANSPARENCIES, PROGRAMED TRAINING FILM, AND THE ELECTRONIC TUTOR MAY BE RENTED (FOR $1.75 PER WEEK) OR PURCHASED FROM THE HUMAN ENGINEERING INSTITUTE, HEADQUARTERS AND DEVELOPMENT CENTER, 2341 CARNEGIE AVENUE, CLEVELAND, OHIO 44115. (HC)

REPORT NUMBER: PTAM-1-1

INSTITUTION NAME: HUMAN ENGINEERING INST., CLEVELAND, OHIO.

ACCESSION NUMBERS: ED020635 EM006705

PUBLICATION DATE: 19AUG65

TITLE: STUDY OF FEASIBILITY OF NEW EDUCATIONAL MEDIA FOR DEVELOPING COUNTRIES.

PERSONAL AUTHOR: VAIZEY, J.

INSTITUTION CODE: IBG38120

DESCRIPTOR: ACCOUNTING; COST EFFECTIVENESS; COSTS; DATA PROCESSING; DEVELOPING NATIONS; *EDUCATIONAL EQUIPMENT; EDUCATIONAL FINANCE; EQUIPMENT MAINTENANCE; ESTIMATED COSTS; INSTRUCTIONAL INNOVATION; INSTRUCTIONAL MEDIA; *PROGRAM BUDGETING; *PROGRAM COSTS; *PURCHASING

IDENTIFIER: *CAPITAL OUTLAY (FOR FIXED ASSESTS)

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.92

DESCRIPTIVE NOTE: 21P.

ISSUE: CUMRPT

COST DATA ON THE USE OF THE NEW INSTRUCTIONAL MEDIA ARE NECESSARY IN ORDER TO COMPARE DIFFERENT FORMS OF EDUCATION, TO DETERMINE THE ECONOMICALLY OPTIMUM RATE OF TECHNICAL USAGE, AND TO ASSIST ADMINISTRATORS. THE HISTORICAL INACCURACY OR STATISTICAL BIAS OF SOURCES AND THE INCOMPARABILITY OF DATA POSE DIFFICULTIES IN INTERPRETATION. THE COST OF EDUCATION, CALCULATED IN THE USUALLY IMPERFECT MARKETS OF DEVELOPING COUNTRIES, CAN BE BASED ON--CASH, BUDGET (FISCAL RESOURCES), MANPOWER, SKILLED MANPOWER, ALL CAPITAL RESOURCES, OR AVAILABILITY OF FOREIGN EXCHANGE FOR IMPORTED GOODS AND SERVICES. THESE COSTS SHOULD BE SO CATEGORIZED THAT THE SCARCEST RESOURCES ARE IDENTIFIED AND SAVED. WHEN COSTS ARE TABULATED, RATES OF EXCHANGE FROM EACH SET OF THESE COSTS INTO CASH SHOULD BE ESTABLISHED. THE NEW MEDIA HAVE COMMON COST CHARACTERISTICS THAT DIFFERENTIATE THEM FROM CONVENTIONAL EDUCATION COSTS. THESE ARE--INNOVATION, TRAINING, COURSE MATERIALS, EQUIPMENT FOR TRANSMISSION AND RECEPTION, AND RECURRENT COSTS. COSTING SHOULD BE CONSIDERED OVER A TOTAL TIME PERIOD, AND THUS ALSO DIVIDED INTO INITIAL, CAPITAL, AND RECURRENT COSTS. THE FINAL ANALYSIS SHOULD EXAMINE THE TREND OF COSTS, JOINT COSTS, AND BENEFITS OF THE NEW MEDIA. AN APPENDIX PRESENTS A COST CHART AND A LIST OF GUIDELINES. (JD)

INSTITUTION NAME: INTERNATIONAL INST. FOR EDUCATIONAL PLANNING, PARIS (FRANCE).

ACCESSION NUMBERS: ED019470 VT003999

PUBLICATION DATE: 31AUG67

TITLE: A PLANNING GRANT FOR THE ESTABLISHMENT OF A CENTER FOR THE DEVELOPMENT OF HOME ECONOMICS INSTRUCTIONAL MATERIALS.

PERSONAL AUTHOR: BUNTIN, L. ANN

INSTITUTION CODE: XPT87300

DESCRIPTOR: *CHILD CARE WORKERS; CURRICULUM DEVELOPMENT; EDUCATIONAL NEEDS; *FOOD SERVICE WORKERS; *INSTRUCTIONAL MATERIALS; INSTRUCTIONAL MATERIALS CENTERS; JOB ANALYSIS; JOB SKILLS; MATERIAL DEVELOPMENT; *OCCUPATIONAL HOME ECONOMICS; PROGRAM DESCRIPTIONS; PROGRAM DEVELOPMENT; *SEAMSTRESSES

EDRS PRICE: EDRS PRICE MF-$0.75 HC-$5.76

DESCRIPTIVE NOTE: 142P.

ISSUE: CUMRPT

THE MAJOR PURPOSE OF THE PROJECT WAS TO ESTABLISH A CENTER FOR DEVELOPING INSTRUCTIONAL MATERIALS NEEDED BY TRAINEES FOR EMPLOYMENT IN HOME ECONOMICS RELATED OCCUPATIONS. THE PROJECT STAFF (1) DEVELOPED A PLAN FOR COLLECTING EXISTING MATERIALS, (2) PREPARED A BIBLIOGRAPHY FOR THREE OCCUPATIONAL AREAS, (3) DEVELOPED A FILING SYSTEM, (4) VISITED THREE CURRICULUM CENTERS, (5) DEVELOPED A CHART OF TEXAS OCCUPATIONAL PROGRAMS IN HOME ECONOMICS, (6) SECURED INFORMATION ON THE EXTENT OF CURRENT PROGRAMS, (7) STUDIED SPACE, FACILITIES, PERSONNEL AND BUDGET REQUIREMENTS FOR A PROPOSED CENTER, AND (8) ESTABLISHED PROCEDURAL STEPS AND COMPLETED THE FIRST FOUR FOR DEVELOPING MATERIALS FOR THE CHILD CARE AIDE, CLOTHING SPECIALIST, AND FOOD SERVICE EMPLOYEE. THE STEPS WERE (1) DEFINE JOB BY TITLE, (2) DEVELOP JOB ANALYSIS, (3) PREPARE COURSE OUTLINE BASED ON TASKS LISTED IN JOB ANALYSIS, (4) IDENTIFY COMPETENCIES NEEDED BY STUDENTS TO PERFORM JOB TASKS, (5) CONSTRUCT INSTRUCTIONAL SHEETS TO GUIDE STUDENTS IN PERFORMANCE JOB, AND (6) EVALUATE AND REVISE INSTRUCTIONAL MATERIALS. THE CENTER ENVISIONS A LONG-TERM PROJECT TO (1) PLAN, PRODUCE, EVALUATE, AND REVISE INSTRUCTIONAL MATERIALS FOR HOME ECONOMICS OCCUPATIONAL COOPERATIVE PART-TIME TRAINING PROGRAMS, HIGH SCHOOL PREEMPLOYMENT PROGRAMS, AND POST-HIGH SCHOOL TECHNICAL OCCUPATIONS PROGRAMS, AND (2) ASSIST TEACHERS IN USING THE MATERIALS. THE EXTENSIVE APPENDIX INCLUDES (1) CHARTS OF THE FILING SYSTEM AND THE TEXAS PROGRAMS, AND (2) THE JOB ANALYSES, COURSE OUTLINES, UNITS, AND BIBLIOGRAPHIES DEVELOPED BY THE STAFF FOR CHILD CARE AIDE, CLOTHING ALTERER, DRESSMAKER, BUS BOY, WAITER, KITCHEN HELPER, AND COOK. (EP)

INSTITUTION NAME: TEXAS TECHNOLOGICAL COLL., LUBBOCK.

ACCESSION NUMBERS: ED019469 VT003750

PUBLICATION DATE: 65

TITLE: GUIDE FOR TRAINING SCHOOL LUNCH PERSONNEL.

INSTITUTION CODE: QPX62775

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *CURRICULUM GUIDES; *FOOD SERVICE WORKERS; *LUNCH PROGRAMS; *PROGRAM GUIDES; *TEACHING GUIDES

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$4.44

DESCRIPTIVE NOTE: 109P.

ISSUE: CURRENT

A COMMITTEE OF SCHOOL LUNCH SUPERVISORS AND DIRECTORS DEVELOPED THIS GUIDE TO ASSIST SCHOOL LUNCH LEADERS IN PLANNING EFFECTIVE LOCAL TRAINING PROGRAMS FOR FOOD SERVICE EMPLOYEES. THE CONTENTS INCLUDE--(1) PLANNING FOR INSERVICE TRAINING WHICH COVERS WORKERS AND PROGRAM NEEDS, SCHOOL POLICIES AFFECTING PROGRAMS, AVAILABLE RESOURCES, WAYS TO FINANCE THE PROGRAM, EVALUATION, SUGGESTED EVALUATION TECHNIQUES, AND TRAINEE SELF-EVALUATION QUESTIONS, (2) SUGGESTED TOPICS FOR TRAINING WHICH PROVIDES SUGGESTED LEARNING ACTIVITES, RESOURCE MATERIALS, AND IN SOME CASES, SUPPLEMENTAL ATTACHMENTS FOR UNDERSTANDING THE TOTAL PROGRAM, PLANNING NUTRITIOUS MENUS, IMPROVING MANAGEMENT PRACTICES, USING AND CARING FOR EQUIPMENT, AND PREPARING AND SERVING THE SCHOOL LUNCH, (3) EFFECTIVE USE OF A VARIETY OF METHODS AND RESOURCES IN TRAINING ADULTS WHICH INCLUDES GUIDELINES FOR TEACHING ADULTS, CHARACTERISTICS AND ATTITUDES OF ADULT LEARNERS, SOME WAYS IN WHICH ADULTS LEARN, SELECTING METHODS AND RESOURCE MATERIALS, CHARACTERISTICS OF APPROPRIATE METHODS AND RESOURCES, AND TEACHING METHODS. THIS DOCUMENT IS AVAILABLE FOR $1.25 FROM PUBLICATIONS DISTRIBUTION UNIT, STATE EDUCATION DEPARTMENT, ROOM 169, EDUCATION BUILDING, ALBANY, NEW YORK 12224. (EM)

INSTITUTION NAME: NEW YORK STATE EDUCATION DEPT., ALBANY.

ACCESSION NUMBERS: ED019448 VT002455

PUBLICATION DATE: AUG65

TITLE: LONG BEACH CITY COLLEGE CONTENT OUTLINES FOR COURSES IN HOME ECONOMICS-RELATED OCCUPATIONS.

INSTITUTION CODE: CI043040

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *CURRICULUM GUIDES; FOOD; *FOOD SERVICE WORKERS; NEEDLE TRADES; *OCCUPATIONAL HOME ECONOMICS; SEWING INSTRUCTION

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.16

DESCRIPTIVE NOTE: 27P.

ISSUE: CUMRPT

INFORMATION ON REVISED HOME ECONOMICS RELATED OCCUPATIONS COURSES IS PRESENTED FOR (1) TRADE COOKS, (2) KITCHEN HELPERS, (3) PANTRYMEN, (4) FRY COOKS, (5) DINNER COOKS, (6) BAKERS AND PASTRYMEN, (7) MEAT CUTTERS, (8) HOTEL, RESTAURANT AND INSTITUTIONAL COOKS, AND (9) INDUSTRIAL SEWING WORKERS. THE TIME REQUIRED, PREREQUISITES, PURPOSE, CATALOG DESCRIPTION, AND COURSE CONTENT OUTLINE ARE INCLUDED FOR EACH COURSE. THIS ARTICLE WAS PUBLISHED IN "ILLINOIS TEACHER OF HOME ECONOMICS," VOLUME 9, NUMBER 4. (MS)

INSTITUTION NAME: LONG BEACH CITY COLLEGE, CALIF.

ACCESSION NUMBERS: ED018981 EM006165

TITLE: THE USE OF VIDEO PROCESSES IN TEACHER EDUCATION.

PERSONAL AUTHOR: MCHENRY, VERE A.

INSTITUTION CODE: LYR55760; YEX90007

DESCRIPTOR: *EPISODE TEACHING; EQUIPMENT MAINTENANCE; *INSTRUCTIONAL IMPROVEMENT; *MICROTEACHING; STUDENT TEACHERS; *TEACHER EDUCATION; *VIDEO TAPE RECORDINGS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.28

DESCRIPTIVE NOTE: 30P.

ISSUE: CURRENT

TECHNOLOGICAL INNOVATIONS CAN BE USED TO IMPROVE TEACHER EDUCATION. A MULTI-STATE TEACHER EDUCATION PROJECT PLANS AND DEVELOPS PROGRAMS FOR MICROTEACHING WITH THE HELP OF VIDEOTAPE RECORDERS (VTR). MICROTEACHING, THE ISOLATION OF SPECIFIC ASPECTS OF THE TEACHING TASK, ENABLES TRAINEES TO FOCUS ON AND ACQUIRE TECHNIQUES OF INSTRUCTION WITH THE BENEFIT OF IMMEDIATE FEEDBACK. FIFTEEN VIDEOTAPES SHOWING CLASSROOM EPISODES ARE RECORDED, COVERING DIFFERENT SITUATIONS--(1) SUPERIOR TEACHER AT WORK, (2) STUDENT TEACHER AT WORK, AND (3) STRUCTURED OBSERVATIONS OF CLASSROOM ACTIVITIES. A BANK, CONSISTING OF TAPES AND FILMS OF MODEL CLASSROOM SITUATIONS, IS ENVISIONED. MAJOR CONCLUSIONS ARE THAT STUDENT TEACHERS APPROVE OF MICROTEACHING, THAT TEACHERS CAN OPERATE VTR EQUIPMENT, AND THAT REPAIRING AND MAINTAINING EQUIPMENT PRESENTS A SERIOUS, COMPLICATED PROBLEM, REQUIRING SERVICE ARRANGEMENTS WITH SALES AGENCIES. AN ANNOTATED LIST OF TAPES PRODUCED IS INCLUDED. (DH)

REPORT NUMBER: M-STEP-MONOGR-1

INSTITUTION NAME: MULTI-STATE TEACHER EDUCATION PROJECT, BALTIMORE, MD.; UTAH STATE BOARD OF EDUCATION, SALT LAKE CITY.

ACCESSION NUMBERS: ED017799 AC001337

PUBLICATION DATE: 66

TITLE: VOCATIONAL TRAINING FOR ADULTS, DOES IT PAY. ARE SPECIAL TECHNIQUES NEEDED. PANEL AND WORKSHOP VII.

PERSONAL AUTHOR: MCKECHNIE, GRAEME ; AND OTHERS

DESCRIPTOR: ADULT LEARNING; AGE GROUPS; ANXIETY; COMMUNITY PROGRAMS; DISCRIMINATORY ATTITUDES (SOCIAL); ECONOMIC FACTORS; FEDERAL PROGRAMS; INDIVIDUAL INSTRUCTION; MAINTENANCE; *MIDDLE AGED; ON THE JOB TRAINING; PLUMBING; STEEL INDUSTRY; TECHNOLOGICAL ADVANCEMENT; TIME FACTORS (LEARNING); *TRAINING TECHNIQUES; UNEMPLOYMENT; *VOCATIONAL RETRAINING

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$2.88

DESCRIPTIVE NOTE: 70P.

ISSUE: CURRENT

A THOROUGH-GOING JOB OF RETRAINING OLDER PERSONS IS NECESSARY TO GET THE JOB PROGRESSION LINE MOVING. FOR MANY YEARS, THE PORT AUTHORITY OF NEW YORK HAS INCLUDED IN ITS TRAINING PROGRAM THE RETRAINING OF MAINTENANCE MEN AT THE JOURNEYMAN AND HELPER LEVEL. BOTH CLASSROOM AND SHOPROOM INSTRUCTION ARE PROVIDED AND BASIC SKILLS AND REMEDIAL EDUCATION INCLUDED. SUCCESS IN TRAINING PLUMBERS, PIPEFITTERS, AND SPRINKLER FITTERS IN THE CONSTRUCTION INDUSTRY HAS SHOWN THE NEED FOR SHORT, PRACTICAL COURSES, VISUAL AIDS, COMPETENT INSTRUCTORS, AND IMMEDIATE APPLICATION OF SKILLS. IN TEN YEARS OF EXPERIMENTAL WORK IN THE STEEL INDUSTRY, ON-THE-JOB TRAINING HAS PROVED MOST PRACTICAL AND EFFECTIVE FOR RETRAINING SUPERVISORS, OPERATORS, AND MAINTENANCE MEN. RESEARCH ON ADULT LEARNING AT DUKE UNIVERSITY HAS SUGGESTED THAT A LEARNING DEFICIT IS NOT TRULY OF LEARNING BUT OF PERFORMANCE AND RECOMMENDS THAT RETRAINING BE A ROUTINE PART OF WORK IN ORDER TO MINIMIZE THE STRESS OF THE LEARNING SITUATION. PROVISION IS MADE UNDER THE ECONOMIC OPPORTUNITY ACT FOR A COMPREHENSIVE PROGRAM OF BASIC EDUCATION, VOCATIONAL TRAINING AND COUNSELING, AND SOCIAL SERVICES FOR THE HARD-CORE UNEMPLOYED, MANY OF WHOM ARE OVER 45 (AMONG TOPICS DISCUSSED WERE THE NEED FOR COST-BENEFIT ANALYSIS AND FOR A CENTRAL LIBRARY.) THESE PAPERS WERE PRESENTED AT THE NATIONAL CONFERENCE ON MANPOWER TRAINING AND THE OLDER WORKER, WASHINGTON, JANUARY 17-19, 1966. (PT)

ACCESSION NUMBERS: ED016912 AC001284

PUBLICATION DATE: 30JUN67

TITLE: RESEARCH AND DEVELOPMENT IN TRAINING MOTIVATION AND LEADERSHIP, WORK PROGRAM FOR FISCAL YEAR 1968.

INSTITUTION CODE: YUB28045

DESCRIPTOR: CONSULTATION PROGRAMS; CROSS CULTURAL TRAINING; EQUIPMENT MAINTENANCE; GROUP INSTRUCTION; INDIVIDUAL INSTRUCTION; INSTRUCTIONAL TECHNOLOGY; LANGUAGE INSTRUCTION; *LEADERSHIP TRAINING; *MILITARY SCIENCE; *MILITARY TRAINING; PROGRAM ADMINISTRATION; PROGRAM PLANNING; PSYCHOLOGY; RESEARCH; *RESEARCH PROPOSALS; SOCIAL SCIENCES

IDENTIFIER: HUMRRO; U.S. ARMY

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

ISSUE: CURRENT

THE FISCAL YEAR 1968 WORK PROGRAM FOR THE HUMAN RESOURCES RESEARCH OFFICE (HUMRRO) OF GEORGE WASHINGTON UNIVERSITY WILL PROVIDE FOR BASIC AND APPLIED RESEARCH, CONTINUATION OF A TECHNICAL ADVISORY SERVICE FOR HELPING TO SOLVE PROBLEMS RELATED TO THE HUMRRO MISSIONS, AND THE CAREFUL EXPLORATION OF AREAS LIKELY TO CONTAIN SIGNIFICANT PROBLEMS AMENABLE TO RESEARCH. THE OBJECTIVE IS TO DEVELOP MEANS AND PROCEDURES FOR EFFICIENT ACQUISITION AND RETENTION AND MAXIMUM UTILIZATION OF REQUIRED MILITARY KNOWLEDGE AND SKILLS. SIX WORK AREAS COMPRISING ABOUT 40 WORK UNITS OR TYPES OF ARMY ACTIVITY WILL BE DEALT WITH--INDIVIDUAL TRAINING AND PERFORMANCE (47 PERCENT OF THE TOTAL WORK EFFORT), UNIT TRAINING AND PERFORMANCE (SIX PERCENT), TRAINING FOR LEADERSHIP, COMMAND, AND CONTROL (12 PERCENT), LANGUAGE AND AREA TRAINING (12 PERCENT), TRAINING TECHNOLOGY (20 PERCENT), AND TRAINING MANAGEMENT (THREE PERCENT). BASIC RESEARCH ON SELECTED PROBLEMS IN THE PSYCHOLOGICAL AND SOCIAL SCIENCES WILL COMPRISE FIVE PERCENT OF THE TOTAL EFFORT. (THE DOCUMENT INCLUDES SIX INDEXES.) THIS DOCUMENT, AD-660-791, IS AVAILABLE FROM THE CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VA. 22151. MICROFICHE $0.65. HARDCOPY $3.00. 133 PAGES. (LY)

REPORT NUMBER: DA-44-188-ARO-2; FLD/GP-5/9-5/10

INSTITUTION NAME: GEORGE WASHINGTON UNIV., ALEXANDRIA, VA. HUMAN RESOURCES RESEARCH OFFICE.

ACCESSION NUMBERS: ED016854 VT004365

PUBLICATION DATE: 67

TITLE: HOSPITALITY EDUCATION CURRICULUM DEVELOPMENT PROJECT. FINAL REPORT.

PERSONAL AUTHOR: DOMMER, CAROLYN

INSTITUTION CODE: MVK50400

DESCRIPTOR: *CURRICULUM DEVELOPMENT; *FOOD SERVICE WORKERS; *OCCUPATIONAL HOME ECONOMICS; *PILOT PROJECTS; PROGRAM DEVELOPMENT

IDENTIFIER: HOSPITALITY EDUCATION; MICHIGAN

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.36

DESCRIPTIVE NOTE: 32P.

ISSUE: CUMREPT

THE PURPOSE OF THE PROJECT WAS TO GAIN INFORMATION USEFUL IN DEVELOPING PROGRAMS FOR PREPARING PERSONS FOR EMPLOYMENT IN OCCUPATIONS INVOLVING HOME ECONOMICS KNOWLEDGE AND SKILLS AND FOR PREPARING TEACHERS. THE INITIAL CURRICULUM IN HOSPITALITY EDUCATION, TRAINING IN TRADE AND PERSONAL SERVICE OCCUPATIONS PROVIDING FOOD, LODGING, AND RECREATION, WAS LIMITED TO PREPARATORY INSTRUCTION IN COMMERCIAL FOODS. SEVEN SCHOOLS IN TOURIST, URBAN, AND SUBURBAN AREAS OF THE STATE SERVED AS SITES. FIVE OF THE SEVEN PROGRAMS WERE ORGANIZED AS PART OF THE ESTABLISHED HOME ECONOMICS PROGRAMS. EACH SCHOOL GAVE INSTRUCTION FO R TWO PERIODS DAILY IN COMMERCIAL FOODS OCCUPATIONS SUCH AS COOK'S ASSISTANT, GR ILL ASSISTANT, BAKER'S HELPER, SALAD GIRL, STOCK BOY, WAITER OR WAITRESS, AND BU S BOY. STUDENTS HAD SUPERVISED WORK EXPERIENCE IN THE SCHOOL LUNCH PROGRAM. THE MAJORITY OF THE 121 STUDENTS IN THE PROGRAM WERE 11TH GRADERS AND OF AVERAGE ABILITY. FIVE OF THE SEVEN PROGRAMS WERE COEDUCATIONAL. LOCAL TEACHERS SERVED AS RESEARCH ASSOCIATES ON THE PROJECT, DEVELOPING AND COLLECTING REFERENCES AND INSTRUCTIONAL MATERIAL BOTH IN THE SCHOOLS AND IN WORKSHOPS AND INSTITUTES. PUBLICATION OF THE MATERIALS WAS ANTICIPATED DURING THE 1967-68 SCHOOL YEAR. THE COOPERATIVE PHASE OF THE PROGRAM WAS EXPECTED TO BEGIN IN SEPTEMBER 1967. MAJOR FUNCTIONS OF THE PROJECT WERE EXPECTED TO CONTINUE TO INCLUDE TEACHER EDUCATION, CURRICULUM AND INSTRUCTIONAL MATERIALS DEVELOPMENT, DATA COLLECTION AND ANALYSIS, AND REPORTING. THE DOCUMENT INCLUDES ORGANIZATIONAL DATA, SUGGESTED PROGRAM PATTERNS AND CURRICULUM CONTENT, OCCUPATIONAL OPPORTUNITIES IN CHART FORM, AND LISTS OF PROJECT PERSONNEL AND CONSULTANTS. (EP)

CONTRACT NUMBER: OEC-5-85-111

INSTITUTION NAME: MICHIGAN STATE UNIV., EAST LANSING. COLL. OF EDUCATION.

ACCESSION NUMBERS: ED016794 VT002821 MP000452

PUBLICATION DATE: JUL67

TITLE: AN INVESTIGATION OF THE TRAINING AND SKILL REQUIREMENTS OF INDUSTRIAL MACHINERY MAINTENANCE WORKERS. VOLUME II. FINAL REPORT.

PERSONAL AUTHOR: LYNN, FRANK

INSTITUTION CODE: JIM51750

DESCRIPTOR: APPRENTICESHIPS; CURRICULUM; *EDUCATIONAL NEEDS; EDUCATIONAL PROGRAMS; INDUSTRY; INSTRUCTIONAL MATERIALS; *JOB SKILLS; *MACHINE REPAIRMEN; *OCCUPATIONAL SURVEYS; QUESTIONNAIRES; TIME BLOCKS; *TRADE AND INDUSTRIAL EDUCATION

IDENTIFIER: *MACHINERY MAINTENANCE WORKERS

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$3.68

DESCRIPTIVE NOTE: 90P.

ISSUE: CUMRPT; MP68

THE APPENDIXES FOR "AN INVESTIGATION OF THE TRAINING AND SKILL REQUIREMENTS OF INDUSTRIAL MACHINERY MAINTENANCE WORKERS, FINAL REPORT, VOLUME I" (VT 004 006) INCLUDE (1) TWO LETTERS FROM PLANT ENGINEERS STRESSING THE IMPORTANCE OF TRAINING MACHINERY MAINTENANCE WORKERS, (2) A DESCRIPTION OF THE MAINTENANCE TRAINING SURVEY, A SAMPLE QUESTIONNAIRE, AND LISTS OF KNOWLEDGES SUPERVISORS IN INDUSTRY FELT MECHANICAL REPAIRMEN SHOULD HAVE, (3) A LIST OF OCCUPATIONS IN WHICH THE BASIC MAINTENANCE SUBJECTS ARE APPLICABLE, (4) AN INVENTORY OF SYSTEMS AND COMPONENTS OF INDUSTRIAL MACHINERY, (5) SAMPLE WORK SCHEDULES FOR APPRENTICESHIP TRAINING, (6) DIAGRAMS SHOWING THE ALLOCATION OF SUBJECT TIME IN VARIOUS MAINTENANCE TRAINING PROGRAMS, (7) INFORMATION CONCERNING A PROPOSED CLEARINGHOUSE FOR INDUSTRIAL TRAINING MATERIALS, AND (8) A CORE CURRICULUM FOR A BASIC MAINTENANCE TRAINING PROGRAM. (HC)

REPORT NUMBER: BR-5-1201

INSTITUTION NAME: MIDWEST INST. FOR EDUCATIONAL RESEARCH AND TRAINING, CHICAGO, ILL.

ACCESSION NUMBERS: ED016774 VT001299

PUBLICATION DATE: 66

TITLE: OUTLINE FOR OCCUPATIONAL HOME ECONOMICS COURSE IN COMMERCIAL AND INSTITUTIONAL FOOD PREPARATION.

INSTITUTION CODE: AHP00950

DESCRIPTOR: *CURRICULUM GUIDES; FOOD SERVICE; *FOOD SERVICE WORKERS; *FOODS INSTRUCTION; GRADE 11; GRADE 12; NUTRITION; *OCCUPATIONAL HOME ECONOMICS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.00

DESCRIPTIVE NOTE: 48P.

ISSUE: CUMRPT

THE EXPERIMENTAL OUTLINE IS FOR TEACHER USE IN PLANNING A TWO-SEMESTER COURSE TO PREPARE 11TH AND 12TH GRADE STUDENTS FOR ENTRY LEVEL COMMERCIAL FOOD PREPARATION JOBS SUCH AS FOOD SERVICE WORKERS, COOK HELPERS, CATERER HELPERS, SALAD MAKERS, BAKER HELPERS, SHORT ORDER COOKS, AND TRAY LINE WORKERS. IT WAS DEVELOPED BY VOCATIONAL HOME ECONOMICS TEACHERS AND STATE SUPERVISORS. STUDENTS LEARN THE TECHNIQUES OF QUANTITY FOOD PREPARATION AND SAFE OPERATION OF QUANTITY FOOD EQUIPMENT. SUBJECT MATTER AREAS COVER (1) ORIENTATION TO THE WORLD OF WORK AND FOOD SERVICE CAREERS, (2) PERSONAL QUALITIES NECESSARY FOR SUCCESS, (3) NUTRITION, (4) SAFETY AND FOOD SERVICE WORKERS, (5) HYGIENE AND SANITATION, (6) CARE AND OPERATION OF EQUIPMENT, (7) MANAGEMENT OF TIME AND ENERGY, (8) QUANTITY FOOD PREPARATION, AND (9) FOOD COST AND PORTION CONTROL. EACH SUBJECT AREA INCLUDES OBJECTIVES AND AN OUTLINE OF COURSE CONTENT. REFERENCE BOOKS, BULLETINS, AND MAGAZINES ARE LISTED. (FP)

INSTITUTION NAME: ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. HOME ECONOMICS SERVICE.

ACCESSION NUMBERS: ED016773 VT001298

PUBLICATION DATE: 66

TITLE: OUTLINE FOR THE PREPARATORY COURSE IN OCCUPATIONAL HOME ECONOMICS IN THE FIELD OF FOOD SERVICES (PREPARATION AND MANAGEMENT).

INSTITUTION CODE: AHP00850

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *CURRICULUM GUIDES; FOOD; *FOOD SERVICE; *FOOD SERVICE WORKERS; HIGH SCHOOLS; *OCCUPATIONAL HOME ECONOMICS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.84

DESCRIPTIVE NOTE: 19P.

ISSUE: CUMRPT

TEACHERS MAY USE THIS EXPERIMENTAL OUTLINE IN PLANNING A PREPARATORY COURSE IN OCCUPATIONAL HOME ECONOMICS FOOD SERVICE FOR SECONDARY AND ADULT STUDENTS. IT WAS DEVELOPED BY VOCATIONAL HOME ECONOMICS SUPERVISORS AND TEACHERS. THE OBJECTIVES ARE TO HELP STUDENTS RECOGNIZE THE CONTRIBUTIONS AND SCOPE OF THE FOOD SERVICE INDUSTRY AND TO ACQUIRE PERSONAL QUALITIES, KNOWLEDGE, AND SKILLS REQUIRED IN FOOD SERVICE OCCUPATIONS. CONCEPTS OUTLINED ARE (1) ORIENTATION TO THE FIELD OF FOOD SERVICE WHICH INCLUDES CONTRIBUTIONS, SCOPE, AND OCCUPATIONS IN THE FIELD, (2) THE FOOD SERVICE WORKER IN THE WORLD OF WORK WHICH INCLUDES PERSONAL DEVELOPMENT AND MANAGEMENT OF TIME, ENERGY, MONEY, AND PROPERTIES, AND (3) KNOWLEDGE AND SKILLS INVOLVED IN OCCUPATIONS IN THE FIELD OF FOOD SERVICES WHICH INCLUDES BASIC KNOWLEDGE OF HUMAN NUTRITION, MANAGEMENT PROCESSES, HEALTH AND SAFETY PRACTICES, USE AND CARE OF EQUIPMENT, HANDLING OF FOOD, AND BASIC FOOD PREPARATION. BASIC HOME ECONOMICS COURSES ARE A RECOMMENDED PREREQUISITE. THE COURSE MAY BE SCHEDULED FOR A SINGLE OR DOUBLE CLASS PERIOD FOR 1 YEAR FOR STUDENTS WITH AN OCCUPATIONAL INTEREST OR OBJECTIVE IN THE FIELD. A STANDARD KITCHEN CLASSROOM WILL PROVIDE ADEQUATE SPACE AND EQUIPMENT, BUT AVAILABILITY OF A QUANTITY FOOD PREPARATION CENTER IS RECOMMENDED. SECOND-YEAR COURSES IN COMMERCIAL AND INSTITUTIONAL FOOD SERVICES MAY BE OFFERED FOR EMPLOYMENT PREPARATION. SUGGESTED REFERENCES ARE INCLUDED. (EP)

INSTITUTION NAME: ALABAMA STATE DEPT. OF EDUCATION, MONTGOMERY. HOME ECONOMICS SERVICE.

ACCESSION NUMBERS: ED016073 VT003306

PUBLICATION DATE: 31MAR67

TITLE: STATUS OF CURRICULUM DEVELOPMENT IN THE FIELD OF COMMERCIAL FOOD AT THE NON-BACCALAUREATE LEVEL.

PERSONAL AUTHOR: BARNARD, MILDRED B.

INSTITUTION CODE: ORX19800

DESCRIPTOR: COLLEGES; CURRICULUM DEVELOPMENT; EDUCATIONAL PROGRAMS; EMPLOYMENT OPPORTUNITIES; FOOD SERVICE INDUSTRY; *FOOD SERVICE OCCUPATIONS; HIGH SCHOOLS; *NATIONAL SURVEYS; *OCCUPATIONAL HOME ECONOMICS; POST SECONDARY EDUCATION; SCHOOL SURVEYS; VOCATIONAL SCHOOLS

EDRS PRICE: EDRS PRICE MF-$0.75 HC-$6.68

DESCRIPTIVE NOTE: 165P.

ISSUE: CUMRER

COMMERCIAL FOOD PROGRAMS AT THE NONBACCALAUREATE LEVEL WERE STUDIED TO HELP EDUCATIONAL AND INDUSTRIAL LEADERS IMPROVE EXISTING PROGRAMS AND ESTABLISH NEW ONES. OF THE 37 INSTITUTIONS KNOWN TO HAVE SUCH A PROGRAM AND ALL STATE DEPARTMENTS OF EDUCATION CONTACTED BY LETTER, INFORMED OF THE PURPOSE OF THE PROJECT AND ASKED TO SUBMIT CURRICULUM MATERIALS, 43 RESPONDED. ANALYSIS OF DATA SHOWED THAT FOOD CLASSES WERE FOUND WITHIN FOUR MAIN TYPES OF ORGANIZATION--VOCATIONAL OR TECHNICAL HIGH SCHOOLS, COOPERATIVE HIGH SCHOOLS, COMPREHENSIVE HIGH SCHOOLS WITH A VOCATIONAL EDUCATION APPROACH, AND COMPREHENSIVE HIGH SCHOOLS WITH THE COMMERCIAL FOOD PROGRAM CENTERED IN HOME ECONOMICS. BEFORE SIX SELECTED SCHOOLS WERE VISITED, THREE DATA GATHERING DEVICES WERE SUBMITTED TO THE ADMINISTRATION, DEPARTMENT HEADS AND CLASSROOM TEACHERS OF EACH SCHOOL, AND THE OBSERVERS USED ANOTHER DURING THE VISIT. THERE IS STILL A CRUCIAL NEED FOR MORE PROGRAMS TO PREPARE WORKERS FOR THE HOSPITALITY AND SERVICE INDUSTRY. SOME STRONG PROGRAMS ARE SERVING THEIR COMMUNITY WELL, AND NO ONE TYPE OF HIGH SCHOOL PREPARED STUDENTS FOR THE INDUSTRY IN A SUPERIOR MANNER. THE MANY LEVELS OF EMPLOYMENT OPPORTUNITIES IN THIS INDUSTRY CAN ACCOMODATE MANY AND VARIED ABILITIES. THE EMPHASIS OF THE FOOD INDUSTRY HAS CHANGED FROM TRAINING CHEFS TO MEETING THE DEMANDS FOR TECHNICALLY TRAINED PERSONS WITH ADAPTABILITY AND VERSATILITY. THERE IS AN IMMEDIATE NEED FOR TEACHER PRESERVICE AND INSERVICE TRAINING AND FUNDS, TIME AND PROFESSIONAL ASSISTANCE ARE NEEDED TO HELP THEM DEVELOP CURRICULUMS. A NATIONAL CLEARINGHOUSE FOR INFORMATION AND IDEAS WOULD BE OF SERVICE. THE DOCUMENT CONTAINS LETTER AND QUESTIONNAIRE FORMS, DATA GATHERING INSTRUMENTS, AND PLANS, AND A PROPOSED TRAINING PROGRAM FROM SOME OF THE SCHOOLS VISITED. (FP)

INSTITUTION NAME: COUNCIL ON HOTEL, RESTAURANT, AND INSTITUTIONAL EDUCATION, ITHACA, N.Y.

ACCESSION NUMBERS: ED016071 VT003214

PUBLICATION DATE: SEP66

TITLE: AN INSTRUCTIONAL PROGRAM FOR TEACHERS OF OCCUPATIONAL TRAINING PROGRAMS UTILIZING HOME ECONOMICS KNOWLEDGE AND SKILL. FINAL REPORT.

PERSONAL AUTHOR: GORMAN, ANNA M.

INSTITUTION CODE: LBY41700

DESCRIPTOR: BIBLIOGRAPHIES; CHECK LISTS; CURRICULUM DEVELOPMENT; HOME ECONOMICS SKILLS; *OCCUPATIONAL HOME ECONOMICS; PROGRAM DESCRIPTIONS; *PROGRAM DEVELOPMENT; PROGRAM EVALUATION; PROGRAM PLANNING; QUESTIONNAIRES; SERVICE OCCUPATIONS; *TEACHER WORKSHOPS

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$4.20

DESCRIPTIVE NOTE: 103P.

ISSUE: CUMRPT

TWENTY-SEVEN TEACHERS FROM SIX STATES ENROLLED IN A 5-WEEK PROGRAM FOR THREE SEMESTER HOURS OF CREDIT TO PREPARE THEM FOR THE RESPONSIBILITIES OF PLANNING AND CONDUCTING OCCUPATIONAL PROGRAMS. AN INSTITUTE FOR THE PURPOSE OF TEACHING BASIC KNOWLEDGE, ABILITIES, AND ATTITUDES CONSIDERED ESSENTIAL FOR TEACHERS OF OCCUPATIONAL PREPARATION CLASSES IN HOME ECONOMICS EDUCATION WAS HELD ON THE CAMPUS OF THE UNIVERSITY OF KENTUCKY DURING THE FIRST 3 WEEKS OF THE PROGRAM, AND THE TEACHERS RETURNED TO THEIR SCHOOLS AND COMMUNITIES TO IMPLEMENT INSTITUTE LEARNINGS IN FIELD STUDIES AT THE LOCAL LEVEL DURING THE LAST 2 WEEKS. INSTRUCTION WAS PRESENTED FOR MAKING JOB ANALYSIS, PLANNING COURSE OUTLINES IN THE OCCUPATIONAL AREAS OF CLOTHING, CHILD DEVELOPMENT, AND FOODS, AND IN IMPLEMENTING OCCUPATIONAL PREPARATION PROGRAMS. BOTH THE FIELD STUDIES AND THE INSTRUCTIONAL PROGRAM WERE EVALUATED IN A FINAL 2-DAY CAMPUS SESSION. A CHECKLIST DEVICE USED AS A PRE-, MID-, AND POST-TEST, AND A SENTENCE-COMPLETION DEVICE WERE EVALUATION INSTRUMENTS. THE TEACHERS FELT THAT PARTICIPATION IN THE PROGRAM HAD MADE THEM MORE ADEQUATELY PREPARED FOR TEACHING IN THE OCCUPATIONAL PHASE OF HOME ECONOMICS PROGRAMS. THE APPENDIX CONTAINS AN EIGHT-PAGE BIBLIOGRAPHY, WORK FORMS, CHECKLISTS, QUESTIONNAIRES, SAMPLE FIELD STUDY REPORTS, AND COMPARATIVE STATISTICS ON PARTICIPANT PROGRESS. (ED)

REPORT NUMBER: BR-6-1699

INSTITUTION NAME: KENTUCKY UNIV., LEXINGTON. COLL. OF EDUCATION.

ACCESSION NUMBERS: ED015734 JC670885

PUBLICATION DATE: 67

TITLE: GUIDELINES FOR HOSPITALITY EDUCATION IN JUNIOR COLLEGES, A MANUAL FOR THE ESTABLISHMENT OF PROGRAMS FOR CAREERS IN THE HOTEL-MOTEL, RESTAURANT, AND INSTITUTIONAL INDUSTRIES.

PERSONAL AUTHOR: ALMARODE, RICHARD L.

INSTITUTION CODE: EGK01594

DESCRIPTOR: *COOKS; *CURRICULUM PLANNING; *FOOD SERVICE OCCUPATIONS; HOTELS; *JUNIOR COLLEGES; MANAGEMENT EDUCATION; *OCCUPATIONAL GUIDANCE; SUPERVISORY TRAINING; VOCATIONAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$2.40

DESCRIPTIVE NOTE: 58P.

ISSUE: CURRENT

THIS REPORT DISCUSSES JUNIOR COLLEGE PROGRAMS TO MEET THE NEEDS OF STUDENTS AND INDUSTRY. THE STUDENTS RECEIVE BOTH EDUCATION AND TRAINING, WHILE INDUSTRY RECEIVES COMPETENT EMPLOYEES. BEFORE DEVELOPING THIS OCCUPATIONAL PROGRAM, THE COLLEGE SHOULD SURVEY LOCAL INDUSTRY NEEDS, OPPORTUNITIES FOR ON-THE-JOB TRAINING, POSSIBILITIES OF PART-TIME WORK FOR NEEDY STUDENTS, AND AVAILABILITY OF INSTRUCTORS AND ADVISORS FROM INDUSTRY, TRADE ASSOCIATIONS, AND UNIONS. IF TH E SURVEY SHOWS THE PROGRAM TO BE FEASIBLE, AN ADVISORY COMMITTEE SHOULD BE FORME D TO (1) INFORM THE COLLEGE OF INDUSTRY'S PRESENT AND CHANGING NEEDS, (2) HELP S ELECT AND COUNSEL STUDENTS, (3) ASSIST IN JOB PLACEMENT BEFORE AND AFTER GRADUATION, (4) ASSIST THE SCHOOL OR THE STUDENT FINANCIALLY, (5) RECOMMEND ESSENTIAL CURRICULUM CONTENT, (6) PROVIDE OR HELP TO RECRUIT FACULTY, AND (7) HELP TO PUBLICIZE THE PROGRAM. THE REPORT COMMENTS ON THE CHOICE OF THE COLLEGE ADMINISTRATOR AND FACULTY AND THEIR RESPONSIBILITIES TO THE STUDENT, THE INDUSTRY, AND THE COLLEGE ITSELF. IT OFFERS EXAMPLES OF WORKABLE CURRICULA FOR 1-YEAR CERTIFICATE AND 2-YEAR DEGREE PROGRAMS AND FOR TRANSFER TO A 4-YEAR COLLEGE FOR ADVANCED WORK IN THE SAME FIELD. SECTIONS ARE ALSO DEVOTED TO EQUIPMENT AND FACILITY PLANNING, PUBLIC RELATIONS, PROGRAM FUNDING, PROGRAM EVALUATION, AND ORGANIZATIONS AND ASSOCIATIONS. THIS DOCUMENT IS ALSO AVAILABLE FOR $1.50 FROM AMERICAN ASSOCIATION OF JUNIOR COLLEGES, 1315 SIXTEENTH STREET, N.W., WASHINGTON, D.C. 20036. (HH)

INSTITUTION NAME: AMERICAN ASSOCIATION OF JUNIOR COLLEGES, WASHINGTON, D.C.

ACCESSION NUMBERS: ED015351 AC001687

PUBLICATION DATE: JAN66

TITLE: TEXAS ADULT MIGRANT EDUCATION. PROGRESS REPORT.

INSTITUTION CODE: XPT87150

DESCRIPTOR: *ADULT BASIC EDUCATION; *ADULT VOCATIONAL EDUCATION; CHILD REARING; CLOTHING INSTRUCTION; COMMUNITY INVOLVEMENT; ENGLISH (SECOND LANGUAGE); *HOMEMAKING EDUCATION; HOME MANAGEMENT; HYGIENE; LITERACY EDUCATION; *MIGRANT ADULT EDUCATION; MIGRANT PROBLEMS; PARTICIPANT SATISFACTION; SAFETY EDUCATION; SERVICE OCCUPATIONS; TEACHER RECRUITMENT; TRAINING ALLOWANCES; VOCATIONAL COUNSELING; WORK ATTITUDES

IDENTIFIER: .TEXAS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.44

DESCRIPTIVE NOTE: 9P.

ISSUE: CUMRPT

THE TEXAS OFFICE OF OPPORTUNITY HAS DEVISED A PROGRAM TO MEET THE EDUCATIONAL PROBLEMS OF THE MIGRANT LABORER. BASIC EDUCATION PROVIDES READING, WRITING, AND ENGLISH INSTRUCTION, CITIZENSHIP AND SAFETY EDUCATION, OCCUPATIONAL ORIENTATION, AND GUIDANCE AND COUNSELING PROGRAMS. HOMEMAKING EDUCATION INCLUDES NUTRITION, CHILD GUIDANCE AND DEVELOPMENT, SANITATION, HOME MANAGEMENT AND CLOTHING. OCCUPATIONAL TRAINING FOR JOBS SUCH AS APPLIANCE AND MECHANICAL REPAIRING, FOOD SERVICE, AND IN BUILDING AND METAL TRADES IS PROVIDED. AN ADVISORY COMMITTEE COMPOSED OF MIGRANTS, REPRESENTATIVES FROM OCCUPATIONAL GROUPS, AND EDUCATORS PROVIDES PROGRAM GUIDES. PRESENT PROBLEMS INCLUDE RECRUITING QUALIFIED TEACHERS, PROVIDING TEACHING MATERIALS AND AIDES, SOLVING CONTROVERSIES OVER PAYING OF STIPENDS, AND MEETING EDUCATIONAL NEEDS OF NON MIGRANTS. THE PROGRAM HAS GENERATED MUCH ENTHUSIASM AND CREATED A POSITIVE HOME LEARNING ATMOSPHERE FOR MIGRANT CHILDREN, REVEALED IN THEIR HIGHER RATE OF SCHOOL ATTENDANCE. TEACHERS HAVE EXPRESSED GREAT SATISFACTION WITH THEIR CLASSES AND A GREATER SOCIAL CONSCIOUSNESS OF THE MIGRANT PROBLEMS AS WELL AS GREATER COMMUNITY PARTICIPATION HAS DEVELOPED. (PT)

INSTITUTION NAME: TEXAS EDUCATION AGENCY, AUSTIN.

ACCESSION NUMBERS: ED014564 VT003162

PUBLICATION DATE: 67

TITLE: GUIDE FOR COURSE OF STUDY FOR WAITER, WAITRESS, INFORMAL, WAITER, WAITRESS, COUNTER ATTENDANT, FOOD SERVICE WORKER.

PERSONAL AUTHOR: MCDONOUGH, FRANCES S.

INSTITUTION CODE: XIE86071

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *CURRICULUM GUIDES; FOOD SERVICE; *FOOD SERVICE WORKERS; *HOME ECONOMICS EDUCATION

IDENTIFIER: MDTA PROGRAMS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.36

DESCRIPTIVE NOTE: 57P.

ISSUE: CUMREPT

MATERIAL IN THIS GUIDE IS FOR TEACHER USE IN TRAINING PROGRAMS FOR FOOD SERVICE WORKERS. IT WAS ORGANIZED AND WRITTEN BY A CURRICULUM DEVELOPMENT SPECIALIST FOR MANPOWER DEVELOPMENT TRAINING (MDT) ASSISTED BY INSTRUCTORS IN THE FIELD. THE GENERAL OBJECTIVE IS TO DEVELOP ABILITIES, UNDERSTANDINGS, ATTITUDES, AND INTERESTS NEEDED FOR ENTRY LEVEL EMPLOYMENT AND ADVANCEMENT. MAJOR CONTENT AREAS ARE -- (1) ORIENTATION AND SAFETY, (2) SANITATION, HEALTH, AND HYGIENE, (3) TYPES OF FOOD SERVICE, (4) FOODS AND NUTRITION, AND (5) RELATED INSTRUCTION. UNITS IN EACH AREA ARE KEYED TO LECTURE, DISCUSSION, DEMONSTRATION, PRACTICAL APPLICATION, AND TEST METHODS OF INSTRUCTION. THE GUIDE IS PRIMARILY FOR USE IN THE MDT CLASSES AND STUDENTS SHOULD MEET MDT REGULATIONS. OF THE 560 HOURS SUGGESTED FOR THE COURSE, 140 HOURS ARE DEVOTED TO BASIC AND/OR REMEDIAL EDUCATION. THE TEACHER SHOULD HAVE OCCUPATIONAL COMPETENCY WITH TEACHER TRAINING. SUGGESTED REFERENCES INCLUDING BOOKS, PERIODICALS, AGENCIES, FILMSTRIPS, PAMPHLETS, AND A GLOSSARY ARE INCLUDED. THIS DOCUMENT IS ALSO AVAILABLE IN SINGLE COPY ONLY FOR $1.00 FROM VOCATIONAL CURRICULUM LABORATORY, BOX 1114, MURFREESBORO, TENNESSEE 37130. (MS)

INSTITUTION NAME: TENNESSEE STATE DEPT. OF EDUCATION, NASHVILLE.

ACCESSION NUMBERS: ED014134 EE000002

PUBLICATION DATE: 60

TITLE: ARTIFICIAL LIGHTING FOR MODERN SCHOOLS, A GUIDE FOR ADMINISTRATIVE USE.

PERSONAL AUTHOR: REIDA, GEORGE W. ; AND OTHERS

INSTITUTION CODE: KUJ40425

DESCRIPTOR: ADMINISTRATOR GUIDES; BUILDING IMPROVEMENT; *CLASSROOM ENVIRONMENT; ECONOMICS; ENVIRONMENTAL INFLUENCES; *EQUIPMENT STANDARDS; HEALTH NEEDS; *ILLUMINATION LEVELS; LIGHTING; MAINTENANCE; *TASK PERFORMANCE; VISION; WORK ENVIRONMENT

IDENTIFIER: KANSAS CHAPTER OF AIA; PHYSICAL ENVIORNMENT; STATE BOARD OF EDUCATION OF KANSAS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.08

DESCRIPTIVE NOTE: 50P.

ISSUE: CUMRPT

THE DEVELOPMENT OF GOOD VISUAL ENVIRONMENT AND ECONOMICALLY FEASIBLE LIGHTING INSTALLATIONS IN SCHOOLS IS DISCUSSED IN THIS GUIDE. EIGHTY PERCENT OF ALL SCHOOL LEARNING IS GAINED THROUGH THE EYES AS ESTIMATED BY THE U.S. OFFICE OF EDUCATION. GOOD SCHOOL LIGHTING IS COMFORTABLE, GLAREFREE AND ADEQUATE FOR THE VISUAL TASK. EYE STRAIN AND UNNECESSARY FATIGUE AS A RESULT OF POOR VISUAL CONDITIONS AFFECT LEARNING. SATISFACTORY LIGHTING IS MORE THAN PROVIDING RECOMMENDED LEVELS WHERE THEY ARE NEEDED. CONSIDERATION MUST ALSO BE GIVEN TO THE QUALITY OF LIGHT PROVIDING ADEQUATE AND COMFORTABLE SEEING CONDITIONS FOR EVERY TYPE OF SCHOOL ACTIVITY. FOUR FACTORS THAT AFFECT VISION ARE--(1) SIZE, (2) CONTRAST, (3) TIME, AND (4) BRIGHTNESS. OTHER TOPICS DISCUSSED ARE--(1) THE VISUAL ENVIRONMENT, (2) TRENDS IN NATURAL LIGHTING, (3) LIGHT AND INTERIOR FINISHES OF CEILINGS, WALLS, FLOORS, CHALKBOARDS, TRIM AND FURNITURE, (4) BRIGHTNESS DIFFERENCES, (5) PRINCIPLES OF SCHOOL LIGHTING, (6) BRIGHTNESS, (7) LEVELS OF ILLUMINATION, (8) SELECTING LIGHTING FIXTURES, AND (9) LIGHTING COSTS, SWITCHES, OUTLETS, MAINTENANCE AND SURVEYS. IT IS HIGHLY RECOMMENDED THAT SCHOOL BOARDS AND ADMINISTRATORS SEEK THE ASSISTANCE AND SERVICES OF TRAINED AND REGISTERED ARCHITECTS OR LIGHTING ENGINEERS TO DESIGN AND PLAN ANY MAJOR SCHOOL RELIGHTING PROGRAM. (RK)

INSTITUTION NAME: KANSAS STATE DEPT. OF PUBLIC INSTRUCTION, TOPEKA.

ACCESSION NUMBERS: ED013930 VT002409

PUBLICATION DATE: 65

TITLE: ELECTRICAL APPLIANCE SERVICEMAN, SUGGESTED GUIDE FOR A TRAINING COURSE.

PERSONAL AUTHOR: LOVE, L. CARL; RONEY, MAURICE W.

INSTITUTION CODE: RM066000

DESCRIPTOR: *CURRICULUM GUIDES; *ELECTRICAL APPLIANCES; *ELECTRICAL APPLIANCE SERVICEMEN; PROGRAM DEVELOPMENT; *TRADE AND INDUSTRIAL EDUCATION

IDENTIFIER: MDTA PROGRAMS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.32

DESCRIPTIVE NOTE: 32P.

ISSUE: CURRENT

THE PURPOSE OF THIS GUIDE IS TO AID IN PLANNING AND DEVELOPING A COURSE FOR TRAINING ELECTRICAL APPLIANCE SERVICEMEN. OUTLINES (ONE PAGE EACH) COVER -- (1) RELATED INSTRUCTION, (2) FUNDAMENTALS OF ELECTRICITY, (3) BASIC CONTROLS AND ELECTRONIC COMPONENTS, (4) RESISTANCE HEATING APPLIANCES, (5) MOTORS FOR ELECTRIC APPLIANCES, (6) MOTOR DRIVEN APPLIANCES, (7) REFRIGERATION, AND (8) MISCELLANEOUS OPERATIONS. THE OUTLINES GIVE OBJECTIVES (INSTRUCTIONAL), UNIT OUTLINE, AND REFERENCES. THE GUIDE SUGGESTS 268 CLASSROOM HOURS AND 572 LABORATORY HOURS FOR THE COURSE. THE TEACHER SHOULD HAVE TECHNICAL AND BUSINESS EXPERIENCE. STUDENTS SHOULD HAVE THE EQUIVALENCE OF A HIGH SCHOOL EDUCATION. THE GUIDE WAS DESIGNED FOR A CLASS OF 20 STUDENTS. OTHER SECTIONS DEAL WITH COURSE ORGANIZATION, STUDENT EVALUATION, REFERENCES AND AIDS, EQUIPMENT AND TOOL LISTS AND PRICES, FLOOR PLANS, AND EXPENDABLE SUPPLY LISTS AND PRICES. (EM)

INSTITUTION NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED013929 VT002376

PUBLICATION DATE: FEB66

TITLE: AUTOMOBILE BODY AND FENDER REPAIR AND REFINISHING, A STUDY GUIDE AND PROGRESSION RECORD IN AUTOMOBILE BODY AND FENDER REPAIR AND REFINISHING.

INSTITUTION CODE: AHP00900

DESCRIPTOR: *AUTO BODY REPAIRMEN; *COOPERATIVE EDUCATION; GRADE 11; GRADE 12; *MOTOR VEHICLES; STUDENT RECORDS; *STUDY GUIDES; *TRADE AND INDUSTRIAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.50 HC NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 92P.

ISSUE: CURRENT

JOB SHEETS ARE USED IN THIS INDIVIDUAL STUDY GUIDE TO DIRECT GRADE 11 AND GRADE 12 STUDENTS IN COOPERATIVE EDUCATION PROGRAMS IN AREA VOCATIONAL OR COMPREHENSIVE HIGH SCHOOLS. THE GUIDE WAS DEVELOPED BY A STATE COMMITTEE OF TRADE AND INDUSTRIAL COORDINATORS, SUBJECT MATTER SPECIALISTS, AND TEACHER EDUCATORS, AND HAS BEEN USED IN HIGH SCHOOL PROGRAMS FOR 30 YEARS. THE JOB SHEETS CONTAIN THE JOB TITLE, RELATED STUDY REFERENCES, QUESTIONS, AND A CHART FOR RECORDING COMPLETION OF CORRELATED LABORATORY PERFORMANCES AND RELATED REFERENCES. TRADE ANALYSIS AND PROGRESS RECORD FORMS FOR TEACHER AND STUDENT USE INCLUDE A LIST OF THE JOB SHEETS AND SPACES FOR RECORDING PROGRESS ON THE JOB AND IN RELATED STUDY. ALSO INCLUDED IS A STUDENT'S DAILY RECORD FORM. TIME ALLOTMENT IS 1 HOUR PER DAY FOR 2 YEARS OR 360 HOURS. A BIBLIOGRAPHY INCLUDES REQUIRED TEXTS AND SUPPLEMENTARY REFERENCES. THIS DOCUMENT IS AVAILABLE FOR $1.25 FROM TRADE AND INDUSTRIAL EDUCATION, BOX 2847, UNIVERSITY, ALABAMA 35486. AN ANSWER BOOK (VT-002 388) IS AVAILABLE FOR $1.00. (HC)

REPORT NUMBER: US-FILE-316

INSTITUTION NAME: ALABAMA UNIV., MONTGOMERY.

ACCESSION NUMBERS: ED013594 FL000453

PUBLICATION DATE: FEB65

TITLE: THE LANGUAGE LABORATORY--WORK SHEET.

PERSONAL AUTHOR: CROSBIE, KEITH

INSTITUTION CODE: OWL55275

DESCRIPTOR: AUDIO ACTIVE COMPARE LABORATORIES; AUDIO ACTIVE LABORATORIES; ELECTRONIC CLASSROOMS; EQUIPMENT EVALUATION; EQUIPMENT MAINTENANCE; GUIDELINES; INSTRUCTIONAL IMPROVEMENT; *LANGUAGE INSTRUCTION; *LANGUAGE LABORATORIES; *LANGUAGE LABORATORY EQUIPMENT; *LANGUAGE LABORATORY USE; MODERN LANGUAGE CURRICULUM; *SECONDARY SCHOOLS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.32

DESCRIPTIVE NOTE: 33P.

ISSUE: CURRENT

DESIGNED FOR TEACHERS AND ADMINISTRATORS, THIS WORK SHEET PROVIDES GENERAL AND SPECIFIC INFORMATION ABOUT THE PHILOSOPHY, TYPES, AND USES OF LANGUAGE LABORATORIES IN SECONDARY SCHOOL LANGUAGE PROGRAMS. THE FIRST SECTION DISCUSSES THE ADVANTAGES OF USING THE LABORATORY EFFECTIVELY TO REINFORCE AND CONSOLIDATE CLASSROOM LEARNING, AND MENTIONS SOME COMPLETED AND PROJECTED RESEARCH STUDIES THAT PROPOSE TO DEFINE ITS CAPABILITIES. THE SECOND SECTION EXPLAINS THE SPECIFIC ADVANTAGES, EFFECTIVE USE, AND APPROXIMATE COSTS OF LISTEN AND RESPOND, AUDIO-ACTIVE LISTEN AND RESPOND, AND LISTEN-RESPOND-RECORD EQUIPMENT AND INSTALLATION. IN THE THIRD SECTION ARE RECOMMENDATIONS FOR LABORATORY SCHEDULING, PROCEDURES, USE WITH ADVANCED STUDENTS, MAINTENANCE, AND EVALUATION AS WELL AS SUGGESTIONS FOR STUDENT ORIENTATION AND TESTING. A FOURTH SECTION OFFERS AN EXPLANATION OF LANGUAGE LABORATORY COMPONENTS AND PURCHASING. APPENDIXES INCLUDE A BIBLIOGRAPHY OF REFERENCE MATERIALS AND A DIRECTORY OF MANUFACTURERS OF ELECTRONIC CLASSROOM EQUIPMENT. (AB)

INSTITUTION NAME: MONTANA STATE DEPT. OF PUBLIC INSTRUCTION, HELENA.

ACCESSION NUMBERS: ED013421 AC001464

PUBLICATION DATE: 66

TITLE: MDTA VOCATIONAL EXPERIMENTAL-DEMONSTRATION PROJECT FOR TRAINING AND PLACEMENT OF YOUTHFUL OFFENDERS. 12TH PROGRESS REPORT, AUTO SERVICE STATION MECHANIC-ATTENDANT COURSE.

PERSONAL AUTHOR: MCKEE, JOHN M. ; AND OTHERS

INSTITUTION CODE: AHP75160

DESCRIPTOR: ADULT BASIC EDUCATION; APPLIANCE REPAIRING; *AUTO MECHANICS; *BEHAVIOR CHANGE; BRICKLAYING; *CORRECTIVE INSTITUTIONS; COUNSELING SERVICES; *DELINQUENT REHABILITATION; DROPOUTS; JOB PLACEMENT; MATERIAL DEVELOPMENT; MOTIVATION; PROGRAMED INSTRUCTION; PUBLIC RELATIONS; REHABILITATION PROGRAMS; REMEDIAL READING; SHOP CURRICULUM; TECHNICAL WRITING; *VOCATIONAL EDUCATION; WORK STUDY PROGRAMS

IDENTIFIER: DRAPER CORRECTIONAL CENTER; MANPOWER DEVELOPMENT AND TRAINING ACT

EDRS PRICE: EDRS PRICE MF-$0.75 HC-$5.20

DESCRIPTIVE NOTE: 130P.

ISSUE: CUMREPT

THE DEMONSTRATION PROJECT AT DRAPER CORRECTIONAL CENTER AIMS TO SHOW THAT VOCATIONAL TRAINING LEADING TO EMPLOYMENT, INTENSIVE COUNSELING, BASIC EDUCATION CLASSES, AND A PROGRAM OF COMMUNITY SPONSORSHIP OF RELEASEES CAN DECREASE THE RATE OF RECIDIVISM AND EFFECT ENOUGH BEHAVIOR CHANGE IN INMATES TO TURN THEM INTO USEFUL CITIZENS. TRAINING OBJECTIVES ARE--(1) TO TEACH A GROUP OF YOUTHFUL OFFENDERS A TRADE (COURSES OFFERED ARE WELDING, RADIO AND TV REPAIR, APPLIANCE REPAIR, AUTO MECHANICS, BARBERING, BRICKLAYING, AND TECHNICAL WRITING), (2) TO C ONSTRUCT PROGRAMED MATERIALS, (3) TO ASSESS WAYS TO IMPROVE TRAINING AND INSURE PLACEMENT AND GUIDANCE OF TRAINEES AFTER PAROLE, AND (4) TO MAKE TRAINING MATERI AL AVAILABLE TO OTHER INSTITUTIONS. SUPPLEMENTARY CLASSES ARE GIVEN IN REMEDIAL READING AND PERSONAL-SOCIAL SKILLS. THE AUTO MECHANICS COURSE, REVIEWED IN DETAIL IN THIS REPORT, WAS DEVELOPED AROUND COMMERCIAL TRAINING MATERIALS INCLUDING A PROGRAMED TEXT. NEEDS OF AREA EMPLOYERS, AVAILABILITY OF EQUIPMENT, AND THE CAPABILITIES OF TRAINEES WERE CONSIDERED IN COURSE PLANNING. A FOLLOW-UP STUDY OF THE COLLEGE STUDENTS WHO HAVE BEEN EMPLOYED AS SUBPROFESSIONALS IN WORK-STUDY PROGRAMS IS UNDERWAY TO DETERMINE THE EFFECT OF THEIR WORK AT DRAPER ON THEIR COLLEGE AND CAREERS. (THE DOCUMENT INCLUDES COMPARATIVE TEST PROFILES AND STATISTICAL TABLES.) (AJ)

INSTITUTION NAME: REHABILITATION RESEARCH FOUNDATION, ELMORE, ALA. DRAPER CORRECTION CENTER.

ACCESSION NUMBERS: ED013408 AC001443

PUBLICATION DATE: MAY67

TITLE: PSYCHOLOGICAL RESEARCH IN ELECTRONICS MAINTENANCE TRAINING.

PERSONAL AUTHOR: MCCLELLAND, WILLIAM A.

INSTITUTION CODE: YU828045

DESCRIPTOR: CURRICULUM DEVELOPMENT; *ELECTRONIC EQUIPMENT; ELECTRONICS; EVALUATION; *MAINTENANCE; MILITARY TRAINING; MODELS; *PROGRAM DESIGN; *PSYCHOLOGICAL STUDIES; RESEARCH; RESEARCH AND DEVELOPMENT CENTERS; STATISTICAL DATA; TEACHER ATTITUDES; TRAINING OBJECTIVES; *TRAINING TECHNIQUES

IDENTIFIER: HUMAN RESOURCES RESEARCH OFFICE; HUMRRO; UNITED STATES ARMY

EDRS PRICE: DOCUMENT NOT AVAILABLE FROM EDRS.

ISSUE: CUMRPT

TO ESTABLISH A FRAME OF REFERENCE FOR THE BRITISH AUDIENCE, THE AUTHOR BRIEFLY DESCRIBES THE DIRECTOR OF ELECTRICAL AND MECHANICAL ENGINEER'S STUDY PERIOD (1965) AT ARBOREFIELD, ENGLAND, THE MISSION OF THE HUMAN RESOURCES RESEARCH OFFICE (HUMRRO) IN ARMY RESEARCH AND DEVELOPMENT, THE U.S. ARMY PERSONNEL AND MAINTENANCE SYSTEMS, AND A PROCEDURE FOR CURRICULAR CONTROL. THIS PAPER IS LARGELY DEVOTED TO SELECTED EXAMPLES--FORECAST, JOBTRAIN, LIMIT, REPAIR, MOSAIC, AND MAINTRAIN--OF HUMRRO RESEARCH TASKS IN ELECTRONICS MAINTENANCE TRAINING. FINDINGS INDICATE THAT THE JOB IN THE FIELD MUST BECOME PARAMOUNT IN DETERMINING THE TRAINER'S PERSPECTIVE TOWARD TRAINING AND THE USE OF TRAINING MANUALS, AND THAT THE RESEARCH-DERIVED SYSTEMATIC MODEL FOR DEVELOPING TRAINING COURSES CAN BE USED WITH MARKED PROFIT. (THE DOCUMENT INCLUDES 13 FIGURES.) THIS DOCUMENT, AD-653-620, IS AVAILABLE FROM THE CLEARINGHOUSE FOR FEDERAL SCIENTIFIC AND TECHNICAL INFORMATION, SPRINGFIELD, VA. 22151. MICROFICHE $0.65, HARDCOPY $3.00. (AUTHOR/LY)

REPORT NUMBER: AD-653-620; HUMRRO-PP-22-67

INSTITUTION NAME: GEORGE WASHINGTON UNIV., ALEXANDRIA, VA. HUMAN RESOURCES RESEARCH OFFICE.

ACCESSION NUMBERS: ED013354 AA000206

PROGRAM AREA: 48

PUBLICATION DATE: MAY60

TITLE: SURVEY OF PERSONNEL POLICIES IN RELATION TO FOREIGN LANGUAGE COMPETENCES.

PERSONAL AUTHOR: WELLEMEYER, JOHN F.

INSTITUTION CODE: EGK94670

DESCRIPTOR: CONFERENCES; *FEDERAL GOVERNMENT; FOREIGN DIPLOMATS; *FOREIGN RELATIONS; *INTERPRETERS; LANGUAGE INSTRUCTION; *LANGUAGE SKILLS; *OCCUPATIONAL INFORMATION; *PRIVATE AGENCIES; SERVICE OCCUPATIONS; *TRANSLATION

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.96

DESCRIPTIVE NOTE: 24P.

ISSUE: CUMRPT

THE PRINCIPLE UNITED STATES GOVERNMENT AGENCIES THAT OPERATE IN FIELDS REQUIRING FOREIGN LANGUAGE COMPETENCIES, THE U.S. MILITARY SERVICES AND SOME PRIVATE ORGANIZATIONS, WERE SURVEYED TO DETERMINE THEIR OPERATING POLICIES THAT RELATE TO PERSONNEL WITH FOREIGN LANGUAGE SKILLS. THE AGENCIES THAT HAVE THE GREATEST NEED FOR FOREIGN LANGUAGE SKILLS WITHIN THE UNITED STATES ARE THOSE PROVIDING TRANSLATIONS AND INTERPRETERS FOR CONFERENCES AND FOR FOREIGN VISITOR ESCORT DUTY. AMERICAN ACTIVITIES IN FOREIGN COUNTRIES THAT REQUIRE PERSONNEL WITH LANGUAGES SKILLS INCLUDE SUCH FUNCTIONS AS DIPLOMATIC AND COUNSULAR SERVICES, FOREIGN INFORMATION AND TECHNICAL ASSISTANCE PROGRAMS, AND BUSINESS OPERATIONS. THE POLICIES REVIEWED COVER THOSE RELATED TO (1) RECRUITMENT OF FOREIGN LANGUAGE SPEAKING PERSONNEL, (2) METHODS FOR IDENTIFYING AND EVALUATING THE LEVEL OF LANGUAGE SKILLS, (3) PROVISIONS FOR LANGUAGE TRAINING OF PERSONNEL WHO POSSESS OTHER ESSENTIAL SKILLS, (4) PROVISIONS FOR LANGUAGE TRAINING OF FAMILY MEMBERS, (5) OVERSEAS ASSIGNMENT POLICIES, AND (6) THE KINDS OF RECORDS KEPT IN RELATION TO LANGUAGE SKILLS. THE AGENCIES SURVEYED INCLUDED THE FOREIGN SERVICE OF THE DEPARTMENT OF STATE, THE DIVISION OF LANGUAGE SERVICES OF THE DEPARTMENT OF STATE, THE INTERNATIONAL COOPERATION ADMINISTRATION, THE UNITED STATES INFORMATION AGENCY, THE DEPARTMENT OF THE ARMY, THE UNITED STATES AIR FORCE, THE DEPARTMENT OF THE NAVY, THE LIBRARY OF CONGRESS, THE DEPARTMENT OF COMMERCE, THE DEPARTMENT OF AGRICULTURE, AND A NUMBER OF PRIVATE ORGANIZATIONS INCLUDING RAND CORPORATION AND THE ASIA FOUNDATION. (AL)

REPORT NUMBER: NDEA-6-31-5

CONTRACT NUMBER: OEC-SAE-8517

INSTITUTION NAME: WELLEMEYER (JOHN F.), WASHINGTON, D.C.

ACCESSION NUMBERS: ED013329 VT002782

PUBLICATION DATE: MAY67

TITLE: A BASIC PLAN FOR THE ORGANIZATION AND MANAGEMENT OF INSTRUCTION IN VOCATIONAL RADIO AND TELEVISION.

INSTITUTION CODE: NZS53475

DESCRIPTOR: *CURRICULUM GUIDES; ELECTRONICS; GRADE 11; GRADE 12; *RADIO; *TELEVISION; *TELEVISION REPAIRMEN; *TRADE AND INDUSTRIAL EDUCATION

EDRS PRICE: EDRS PRICE MF-$0.25 HC NOT AVAILABLE FROM EDRS.

DESCRIPTIVE NOTE: 49P.

ISSUE: CURRENT

DESIGNED BY A CURRICULUM COMMITTEE OF INSTRUCTORS AND TRADESMEN, THIS CURRICULUM GUIDE WAS PREPARED AFTER AN ANALYSIS OF THE TRADE BY DEFINING BLOCKS OF KNOWLEDGE, OPERATIONS, ON-THE-JOB ACTIVITIES, INFORMATIONAL UNITS, EQUIPMENT, TOOLS, AND SUPPLIES NECESSARY FOR TRAINING. THE GUIDE IS FOR USE AS A STARTING POINT FOR PLANNING, PREPARING, PRESENTING, AND EVALUATING INSTRUCTION. THE INSTRUCTIONAL BLOCKS OF -- (1) FUNDAMENTALS OF ELECTRONICS, (2) RADIO, (3) BLACK AND WHITE TELEVISION, AND (4) COLOR TELEVISION ARE INTENDED TO HELP THE TRAINEE DEVELOP KNOWLEDGE AND SKILLS NEEDED AT THE BEGINNER'S LEVEL AS A RADIO-TELEVISION REPAIRMAN. AN ANALYSIS OF OPERATIONS COMMON TO ALL INSTRUCTIONAL BLOCKS AND SUGGESTED JOBS AND RELATED SUBJECT MATTER FOR INDIVIDUAL BLOCKS ARE LISTED IN OUTLINE FORM. THE MATERIAL IS DESIGNED TO BE DEVELOPED INTO A 1,080-HOUR COURSE OF GROUP, SUBGROUP, AND INDIVIDUAL INSTRUCTION TAUGHT BY A TRADE INSTRUCTOR TO GRADE 11 AND GRADE 12 STUDENTS WHO HAVE MADE A VOCATIONAL COMMITMENT TO THE ELECTRONICS, RADIO, AND TELEVISION TRADE. THE STUDENTS SHOULD HAVE A GENERAL MECHANICAL AND ELECTRICAL APTITUDE AND HAVE HAD A COURSE IN GENERAL MATHEMATICS OR ALGEBRA. A LIST OF NECESSARY TRAINING EQUIPMENT IS PROVIDED. THE BIBLIOGRAPHY INCLUDES RECOMMENDED TEXTS AND SUGGESTED REFERENCES. THIS DOCUMENT IS AVAILABLE FOR $1.00 FROM CURRICULUM LABORATORY, BOX NU, STATE COLLEGE, MISSISSIPPI 39762. (HC)

INSTITUTION NAME: MISSISSIPPI STATE DEPT. OF EDUCATION, JACKSON.

ACCESSION NUMBERS: ED013323 VT002413

PUBLICATION DATE: 64

TITLE: CLOTHING MAINTENANCE SPECIALIST, A SUGGESTED TRAINING PROGRAM.

INSTITUTION CODE: RM066000

DESCRIPTOR: *CLOTHING INSTRUCTION; *CLOTHING MAINTENANCE SPECIALISTS; *OCCUPATIONAL HOME ECONOMICS; POST SECONDARY EDUCATION; PROGRAM DEVELOPMENT; *TEACHING GUIDES; TEXTILES INSTRUCTION

IDENTIFIER: MDTA PROGRAMS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.80

DESCRIPTIVE NOTE: 20P.

ISSUE: CUMRPT

ALTHOUGH THIS GUIDE PROVIDES RESOURCE MATERIALS FOR DEVELOPMENT OF A PROGRAM FOR THE TRAINING OF CLOTHING MAINTENANCE SPECIALISTS, THE TEACHER WILL NEED TO ADAPT IT TO THE NEEDS AND EXPERIENCES OF HER TRAINEES AND TO THE LOCAL COMMUNITY. UNDER THE EMPLOYER'S SUPERVISION, THE CLOTHING MAINTENANCE SPECIALIST ALTERS, CLEANS, PRESSES, REPAIRS, AND STORES CLOTHING OF FAMILIES AND INDIVIDUALS. THE OBJECTIVES OF THE PROGRAM INCLUDE PREPARING TRAINEES TO -- (1) DETERMINE THE REPAIR, ALTERATION, OR CLEANING NEEDED BY A GARMENT, (2) USE JUDGMENT AND MANIPULATIVE SKILLS IN VARIOUS CLOTHING MAINTENANCE PROCEDURES, (3) PACK CLOTHING FOR STORAGE OR TRAVEL, AND (4) PRACTICE RULES OF SAFETY. A COURSE OF 180 HOURS WITH FIVE BASIC UNITS IS SUGGESTED. SUGGESTIONS ARE GIVEN FOR PLANNING THE LEARNING EXPERIENCES, EVALUATING ACHIEVEMENT, AND PLANNING TEACHING FACILITIES. THE TEACHER SHOULD HAVE HAD SOME COLLEGE-LEVEL INSTRUCTION IN CLOTHING CONSTRUCTION, ALTERATIONS, UPKEEP, TEXTILES, CONSUMER BUYING, AND EXPERIENCE IN WORKING WITH ADULTS. THE TRAINEE SHOULD BE A HIGH SCHOOL GRADUATE WHO IS INTERESTED IN CLOTHING AND STYLES AND WHO HAS HAD SOME EXPERIENCE IN HIGH SCHOOL OR ADULT CLOTHING CLASSES. REFERENCES AND CRITERIA FOR JUDGING TRAINEE READINESS FOR EMPLOYMENT ARE LISTED. A WELL-EQUIPPED CLOTHING LABORATORY AS WELL AS COMMUNITY RESOURCES ARE REQUIRED FOR A SUCCESSFUL COURSE. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.287--87005 FOR 20 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (MS)

REPORT NUMBER: OE-87005

INSTITUTION NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED013311 VT001834

PUBLICATION DATE: 66

TITLE: SUPERVISED FOOD SERVICE WORKERS, A SUGGESTED TRAINING PROGRAM.

INSTITUTION CODE: RM066000

DESCRIPTOR: ADULT VOCATIONAL EDUCATION; *FOOD SERVICE OCCUPATIONS; *FOODS INSTRUCTION; *OCCUPATIONAL HOME ECONOMICS; PROGRAM DEVELOPMENT; *TEACHING GUIDES

IDENTIFIER: MDTA PROGRAMS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.80

DESCRIPTIVE NOTE: 20P.

ISSUE: CUMRPT

RESOURCE MATERIAL FOR THE DEVELOPMENT OF TRAINING PROGRAMS FOR SUPERVISED FOOD SERVICE WORKERS WILL NEED TO BE ADAPTED TO THE NEEDS OF THE STUDENTS AND THE COMMUNITY. THE SUPERVISED FOOD SERVICE WORKER PREPARES AND SERVES FOOD, UNDER THE DIRECTION OF THE FOOD SERVICE SUPERVISOR, IN INSTITUTIONS SUCH AS HOSPITALS, NURSING HOMES, HOMES FOR THE AGED, AND CHILD CARE CENTERS. SOME PURPOSES OF THE PROGRAM ARE TO PREPARE THE TRAINEE TO (1) ASSIST THE HEAD COOK IN INSTITUTIONS, (2) LEARN TO PREPARE CORRECTLY ALL TYPES OF FOOD FOR INSTITUTIONS, (3) FOLLOW GOOD MANAGEMENT PRACTICES IN ALL PHASES OF FOOD WORK, (4) LEARN SPECIFIC INSTITUTIONAL FOOD SKILLS IN PREPARATION AND SERVING TO CLIENTS, AND (5) LEARN SANITARY PRACTICES IN CLEANING UP AFTER FOOD PREPARATION. THE TRAINEE SHOULD BE ABLE TO READ, WRITE, AND FOLLOW DIRECTIONS AND BE IN GOOD PHYSICAL AND MENTAL HEALTH. THE TEACHER SHOULD BE A COLLEGE GRADUATE IN INSTITUTIONAL MANAGEMENT, WITH SUCCESSFUL EXPERIENCE BOTH IN TEACHING ADULTS AND IN INSTITUTIONAL FOOD SERVICE. THE COURSE IS SUGGESTED FOR 240 HOURS WITH FIVE BASIC UNITS. REFERENCES AND SUGGESTIONS FOR PLANNING AND EVALUATING THE EXPERIENCES ARE INCLUDED. CRITERIA ARE GIVEN FOR JUDGING TRAINEE READINESS FOR EMPLOYMENT. THIS DOCUMENT IS AVAILABLE AS GPO NUMBER FS 5.287--87004 FOR 20 CENTS FROM SUPERINTENDENT OF DOCUMENTS, U.S. GOVERNMENT PRINTING OFFICE, WASHINGTON, D.C. 20402. (MS)

REPORT NUMBER: OE-87004

INSTITUTION NAME: OFFICE OF EDUCATION (DHEW), WASHINGTON, D.C.

ACCESSION NUMBERS: ED013300 VT000629

PUBLICATION DATE: AUG65

TITLE: OPERATING, REPAIRING, AND MAINTAINING SMALL POWER EQUIPMENT. HORTICULTURE-SERVICE OCCUPATIONS, MODULE NO. 10.

INSTITUTION CODE: RUE67355

DESCRIPTOR: BIBLIOGRAPHIES; *ENGINES; *EQUIPMENT; HIGH SCHOOLS; MAINTENANCE; *ORNAMENTAL HORTICULTURE OCCUPATION; REPAIR; *TEACHING GUIDES; UNITS OF STUDY (SUBJECT FIELDS); *VOCATIONAL AGRICULTURE

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.56

DESCRIPTIVE NOTE: 39P.

ISSUE: CURRENT

ONE OF A SERIES DESIGNED TO PREPARE HIGH SCHOOL STUDENTS FOR HORTICULTURE SERVICE OCCUPATIONS, THIS MODULE HAS AS ITS MAJOR OBJECTIVE TO DEVELOP A PROFICIENCY IN THE OPERATION, MAINTENANCE, AND REPAIR OF SMALL POWER EQUIPMENT USED IN HORTICULTURAL ENTERPRISES. IT WAS DEVELOPED BY A NATIONAL TASK FORCE ON THE BASIS OF DATA FROM STATE STUDIES. SUBJECT MATTER AREAS ARE (1) SMALL GASOLINE ENGINE ADJUSTMENT, MAINTENANCE, AND REPAIR, (2) SMALL POWER EQUIPMENT MAINTENANCE, (3) LAWN MOWER OPERATION, (4) ROTARY TILLER OPERATION, (5) SOIL SHREDDER OPERATION, (6) AERIFIER OPERATION, (7) SOD CUTTER OPERATION, (8) GARDEN TRACTOR OPERATION, (9) PESTICIDE APPLICATOR OPERATION, AND (10) CHAIN SAW OPERATION. SUGGESTIONS ARE INCLUDED FOR INTRODUCTION OF THE MODULE, SPECIFIC UNIT OBJECTIVES, SUBJECT MATTER CONTENT, TEACHING-LEARNING ACTIVITIES, INSTRUCTIONAL MATERIALS AND REFERENCES, AND CRITERIA FOR STUDENT EVALUATION. THE MODULE IS SCHEDULED FOR 25 HOURS OF CLASS INSTRUCTION, 75 HOURS OF LABORATORY EXPERIENCE, AND 50 HOURS OF OCCUPATIONAL EXPERIENCE. TEACHERS WITH A BACKGROUND IN HORTICULTURE MAY USE THIS GUIDE TO PREPARE UNITS FOR LESS ABLE HIGH SCHOOL STUDENTS WITH OCCUPATIONAL GOALS IN ORNAMENTAL HORTICULTURE. THIS DOCUMENT IS AVAILABLE FOR A LIMITED PERIOD AS PART OF A SET (VT 000 619 - 000 631) FOR $7.25 FROM THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, 980 KINNEAR ROAD, COLUMBUS, OHIO 43212. (JM)

REPORT NUMBER: AGDEX-747-017-10

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.

ACCESSION NUMBERS: ED013143 RC001186

PUBLICATION DATE: MAR67

TITLE: THE FAMILY AGENT, A TRAINING MANUAL AND PROGRAM EVALUATION OF A NEW CAREER IN SOCIAL SERVICE.

PERSONAL AUTHOR: LAZAR, JOYCE B.

INSTITUTION CODE: CI058110

DESCRIPTOR: ACCULTURATION; CULTURAL ISOLATION; CULTURALLY DISADVANTAGED; DEMOGRAPHY; DEPRESSED AREAS (GEOGRAPHIC); ECONOMIC DISADVANTAGEMENT; FAMILY ATTITUDES; FAMILY BACKGROUND; *FAMILY PROGRAMS; *GUIDES; LEADERS GUIDES; MANPOWER DEVELOPMENT; MINORITY GROUPS; NEGROES; POVERTY PROGRAMS; PROBATION OFFICERS; *SERVICE EDUCATION; SERVICE OCCUPATIONS; SLUM ENVIRONMENT; *SOCIAL AGENCIES; SOCIAL DISADVANTAGEMENT; *SOCIAL SERVICES; SOCIAL WELFARE; SPANISH SPEAKING

EDRS PRICE: EDRS PRICE MF-$1.00 HC-$10.08

DESCRIPTIVE NOTE: 252P.

ISSUE: CURRENT

THE PERSONNEL OF THE FAMILY AGENT PROGRAMS WERE WOMEN OF COMFORTABLE MEANS WHO HAD TEN TO TWENTY HOURS A WEEK AVAILABLE FOR SERVICE TO THE POOR. THE TRAINING PROGRAM DESCRIBED IS DIVIDED INTO TWO PHASES--INITIAL TRAINING AND INSERVICE TRAINING. SUBJECTS COVERED INCLUDE--(1) CONCEPTS OF THE WAR ON POVERTY, (2) THE NATURE OF POVERTY, (3) THE CULTURE OF POVERTY, (4) ORIENTATION TO NEGRO AND MEXICAN-AMERICAN FAMILIES, (5) FAMILY AGENT PROCEDURES, (6) ORIENTATION TO THE PROBATION DEPARTMENT, (7) TECHNIQUES FOR AND WORK OF FAMILY AGENTS, AND (8) THE ROLE OF THE SUPERVISOR. THE FAMILY AGENT PROGRAM EVALUATION SECTION DESCRIBES THE SERVICES OFFERED TO 235 FAMILIES, AND PRESENTS DEMOGRAPHIC CHARACTERISTICS OF THE FAMILIES AS WELL AS RESEARCH INTO THE LIFE STYLES OF THE POOR. THE STUDY EXAMINES FAMILIAL GOALS, RESOURCES, AND PROCESSES, AND IT FORMS COMPARISONS AMONG ANGLO, MEXICAN-AMERICAN, AND NEGRO FAMILIES BASED ON THESE THREE VARIABLES. THE ROLE OF THE FAMILY AGENT AS AN EFFECTIVE AID TO THE POOR IS EXPLORED. DEMOGRAPHIC AND PERSONALITY CHARACTERISTICS OF THE FAMILY AGENTS AND CRITERIA FOR THE PREDICTION OF SUCCESS ARE EXPLORED. OVERALL CONCLUSIONS INDICATE THAT POTENTIALLY SUCCESSFUL FAMILY AGENTS CAN BE RECRUITED, IDENTIFIED, AND TRAINED TO RENDER A VALUABLE SERVICE, AND LOW-INCOME MULTI-PROBLEM FAMILIES DISPLAYING A VARIETY OF FAMILY STYLES AND PROBLEMS WILL ACCEPT AND BENEFIT FROM THESE SERVICES. (SF)

REPORT NUMBER: MONOGR-2

INSTITUTION NAME: NEUMEYER FOUNDATION, BEVERLEY HILLS, CALIF.

ACCESSION NUMBERS: ED012870 AC001347

PUBLICATION DATE: MAY67

TITLE: COLLEGE FOR HUMAN SERVICES, A MODEL FOR INNOVATION IN URBAN HIGHER EDUCATION.

PERSONAL AUTHOR: COHEN, AUDREY C.

INSTITUTION CODE: QPX98695

DESCRIPTOR: CAREER OPPORTUNITIES; COLLEGE FACULTY; *COMMUNITY SERVICES; CORE CURRICULUM; CURRICULUM DEVELOPMENT; DEGREES (TITLES); EVALUATION; FEMALES; FIELD EXPERIENCE PROGRAMS; GUIDANCE COUNSELING; INNOVATION; INSTRUCTOR COORDINATORS; *JUNIOR COLLEGES; *LOW INCOME GROUPS; ON THE JOB TRAINING; SERVICE OCCUPATIONS; SMALL GROUP INSTRUCTION; *SUBPROFESSIONALS; TRAINING ALLOWANCES; URBAN AREAS; *WOMENS EDUCATION

IDENTIFIER: COLLEGE FOR HUMAN SERVICES; NEW YORK CITY; WOMENS TALENT CORPS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.20

DESCRIPTIVE NOTE: 30P.

ISSUE: CUMRPT

THE WOMEN'S TALENT CORPS, ATTEMPTING TO ESTABLISH PERMANENT POSITIONS IN COMMUNITY AGENCIES AT A NEW ENTERING LEVEL, HAS DEVELOPED AN ACTION-CENTERED APPROACH TO THE TRAINING OF WOMEN FROM GHETTO AREAS FOR PRE-PROFESSIONAL JOBS IN HOSPITALS, WELFARE AGENCIES, AND SCHOOLS. THE CORPS NOW SEEKS TO PUT ITS EDUCATIONAL PROGRAM ON A PERMANENT BASIS AS A MODEL TWO-YEAR COLLEGE FOR HUMAN SERVICES. THE COLLEGE WILL (1) HELP STUDENTS PREPARE FOR EQUIVALENCY EXAMINATIONS AT THE SECONDARY LEVEL AS THEY BEGIN COLLEGE WORK, (2) PREPARE THEM AT ONCE FOR WORK IN THE HELPING PROFESSIONS AND PLACE THEM IN JOBS, (3) USE FIELD WORK FOR METHODS TEACHING, (4) OFFER A CORE CURRICULUM BASED ON THE NEEDS OF THE PROFESSIONS AND THE POPULATIONS SERVED, AND (5) OFFER A FLEXIBLE PROGRAM INCLUDING PREPARATION FOR TRANSFER TO A FOUR-YEAR COLLEGE. THERE WILL BE TWO TYPES OF FACULTY, THE COORDINATOR- TRAINER (WOMEN WITH FIELD EXPERIENCE WHO WILL SERVE AS COUNSELORS, SUPERVISORS, AND TEACHERS TO GROUPS OF TEN STUDENTS) AND A SMALL ACADEMIC FACULTY WHO WILL LECTURE IN SOCIOLOGY, PSYCHOLOGY, SOCIAL WORK, AND EDUCATION AND PLAN THE CORE CURRICULUM TO BE INTEGRATED WITH ON-THE-JOB EXPERIENCE AND LEAD TO A JUNIOR COLLEGE DEGREE. IT IS PROPOSED THAT THE FIRST COLLEGE CLASS ENTER IN JANUARY 1968. (AJ)

REPORT NUMBER: 6-67-7-6

INSTITUTION NAME: WOMEN'S TALENT CORPS, NEW YORK, N.Y.

ACCESSION NUMBERS: ED012776 VT000503

PUBLICATION DATE: AUG65

TITLE: TRACTOR REPAIR. AGRICULTURAL MACHINERY--SERVICE OCCUPATIONS, MODULE NUMBER 16.

INSTITUTION CODE: RUE67355

DESCRIPTORS: *AGRICULTURAL EDUCATION; *AGRICULTURAL MACHINERY OCCUPATIONS; BIBLIOGRAPHIES; POST SECONDARY EDUCATION; REPAIR; *TEACHING GUIDES; *TRACTORS; UNITS OF STUDY (SUBJECT FIELDS)

IDENTIFIER: COLUMBUS

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$2.60

DESCRIPTIVE NOTE: 65P.

ISSUE: CURRENT

THE PURPOSE OF THIS GUIDE IS TO HELP TEACHERS PREPARE POSTSECONDARY STUDENTS FOR THE AGRICULTURAL MACHINERY SERVICE OCCUPATIONS AS PARTS MEN, MECHANICS, MECHANIC'S HELPERS, AND SERVICE SUPERVISORS. IT WAS DESIGNED BY A NATIONAL TASK FORCE ON THE BASIS OF RESEARCH FROM STATE STUDIES. THE MAJOR OBJECTIVE IS TO DEVELOP (1) AN UNDERSTANDING OF THE PROCEDURES TO FOLLOW IN OVERHAULING A TRACTOR, AND (2) THE ABILITY TO DISASSEMBLE, REPAIR, REASSEMBLE, AND TUNE THE TRACTOR FOR FIELD OPERATING CONDITIONS. THE GUIDE INCLUDES SUGGESTIONS FOR ITS INTRODUCTION. SUBJECT-AREA UNITS COVER--(1) DIAGNOSING NEEDED TRACTOR REPAIRS, (2) PREPARING A TRACTOR ENGINE FOR REPAIR, (3) REPAIRING TRACTOR ENGINES, CLUTCHES, TRANSMISSIONS, BRAKES, AND STEERING UNITS, (4) REPAIRING AND ADJUSTING FINAL DRIVES AND DIFFERENTIALS, AND (5) PAINTING TRACTORS. EACH UNIT INCLUDES SUGGESTED SUBJECT-AREA CONTENT, TEACHING-LEARNING ACTIVITIES, INSTRUCTIONAL MATERIALS, AND REFERENCES. CRITERIA FOR EVALUATING OUTCOMES ARE LISTED. THE MODULE IS SCHEDULED FOR 168 HOURS OF CLASS INSTRUCTION, 366 HOURS OF LABORATORY EXPERIENCE, AND 250 HOURS OF OCCUPATIONAL EXPERIENCE. TEACHERS SHOULD HAVE EXPERIENCE WITH AGRICULTURAL MACHINERY. STUDENTS SHOULD HAVE MECHANICAL APTITUDE AND AN OCCUPATIONAL GOAL IN AGRICULTURAL MACHINERY. THIS DOCUMENT IS ALSO AVAILABLE FOR A LIMITED PERIOD AS PART OF A SET (VT 00 488 THROUGH VT 000 504) FROM THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, 980 KINNEAR ROAD, COLUMBUS, OHIO 43212, FOR $7.50 PER SET. (JM)

REPORT NUMBER: AGDEX-761-017-16

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.

ACCESSION NUMBERS: ED012773 VT000500

PUBLICATION DATE: AUG65

TITLE: TRACTOR TUNE-UP AND MAINTENANCE. AGRICULTURAL MACHINERY--SERVICE OCCUPATIONS, MODULE NUMBER 13.

INSTITUTION CODE: RUE67255

DESCRIPTOR: *AGRICULTURAL EDUCATION; *AGRICULTURAL MACHINERY OCCUPATIONS; BIBLIOGRAPHIES; ENGINES; MAINTENANCE; *POST SECONDARY EDUCATION; *TEACHING GUIDES; *TRACTORS; UNITS OF STUDY (SUBJECT FIELDS)

IDENTIFIER: COLUMBUS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$2.04

DESCRIPTIVE NOTE: 51P.

ISSUE: CURRENT

ONE OF A SERIES DESIGNED TO HELP TEACHERS PREPARE POSTSECONDARY STUDENTS FOR THE AGRICULTURAL MACHINERY SERVICE OCCUPATIONS AS PARTS MEN, MECHANICS, MECHANIC'S HELPERS, AND SERVICE SUPERVISORS, THIS GUIDE AIMS TO DEVELOP STUDENT UNDERSTANDING OF A SYSTEMATIC PROCEDURE AND ABILITY TO PERFORM TUNEUPS AND MAINTENANCE TASKS. IT WAS DEVELOPED BY A NATIONAL TASK FORCE ON THE BASIS OF RESEARCH FROM STATE STUDIES. SUGGESTIONS FOR INTRODUCING THE MODULE ARE GIVEN. SUBJECT-AREA UNITS INCLUDE--(1) ECONOMIC IMPORTANCE OF PROPER TUNING, (2) MAJOR COMPONENTS OF A FARM TRACTOR, (3) VALVE ADJUSTMENT, (4) ELECTRICAL AND IGNITION ADJUSTMENT, (5) AIR, FUEL, AND EXHAUST SYSTEM ADJUSTMENT, (6) COOLING SYSTEM MAINTENANCE AND ADJUSTMENT, AND (7) POWER TRAIN MAINTENANCE AND ADJUSTMENT. EACH UNIT INCLUDES SUGGESTED SUBJECT-MATTER CONTENT, TEACHING-LEARNING ACTIVITIES, SUGGESTED MATERIALS, AND REFERENCES. SUGGESTED TIME ALLOTMENT IS 24 HOURS OF CLASS INSTRUCTION AND 48 HOURS OF LABORATORY EXPERIENCE. TEACHERS SHOULD HAVE EXPERIENCE IN AGRICULTURAL MACHINERY. STUDENTS SHOULD HAVE MECHANICAL APTITUDE AND AN OCCUPATIONAL GOAL IN AGRICULTURAL MACHINERY. SUGGESTIONS FOR EVALUATING EDUCATIONAL OUTCOMES ARE INCLUDED. THIS DOCUMENT IS ALSO AVAILABLE FOR A LIMITED PERIOD AS PART OF A SET (VT 000 488 THROUGH VT 000 504) FROM THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, 980 KINNEAR ROAD, COLUMBUS, OHIO 43212, FOR $7.50 PER SET. (JM)

REPORT NUMBER: AGDEX-763-017-13

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.

ACCESSION NUMBERS: ED012772 VT000499

PUBLICATION DATE: AUG65

TITLE: ADJUSTMENT, MAINTENANCE, AND REPAIR OF SMALL GASOLINE ENGINES. AGRICULTURAL MACHINERY--SERVICE OCCUPATIONS, MODULE NUMBER 12.

INSTITUTION CODE: RUE67355

DESCRIPTOR: *AGRICULTURAL EDUCATION; *AGRICULTURAL MACHINERY OCCUPATIONS; BIBLIOGRAPHIES; *ENGINES; MAINTENANCE; POST SECONDARY EDUCATION; REPAIR; *TEACHING GUIDES; UNITS OF STUDY (SUBJECT FIELDS)

IDENTIFIER: COLUMBUS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.20

DESCRIPTIVE NOTE: 30P.

ISSUE: CUMRPT

ONE OF A SERIES DESIGNED TO HELP TEACHERS PREPARE POSTSECONDARY STUDENTS FOR THE AGRICULTURAL MACHINERY SERVICE OCCUPATIONS AS PARTS MEN, MECHANICS, MECHANIC'S HELPERS, OR SERVICE SUPERVISORS, THIS GUIDE AIMS TO DEVELOP STUDENT COMPETENCY IN THE ADJUSTMENT, MAINTENANCE, AND REPAIR OF SMALL GASOLINE ENGINES. IT WAS DEVELOPED BY A NATIONAL TASK FORCE ON THE BASIS OF RESEARCH FROM STATE STUDIES. SUGGESTIONS ARE INCLUDED FOR INTRODUCING THE MODULE. SUBJECT-AREA UNITS ARE--(1) NOMENCLATURE, (2) COMBUSTION PRINCIPLES, (3) IGNITION, (4) RUNNING GEAR, AND (5) GOVERNORS AND COOLING SYSTEMS. EACH UNIT INCLUDES SUGGESTED SUBJECT-MATTER CONTENT, TEACHING-LEARNING ACTIVITIES, MATERIALS, AND REFERENCES. CRITERIA FOR EVALUATING EDUCATIONAL OUTCOMES ARE SUGGESTED. SUGGESTED TIME ALLOTMENT IS 40 HOURS OF CLASS INSTRUCTION AND 68 HOURS OF LABORATORY EXPERIENCE. TEACHERS SHOULD HAVE A BACKGROUND IN AGRICULTURAL MACHINERY. STUDENTS SHOULD HAVE MECHANICAL APTITUDE AND AN OCCUPATIONAL GOAL IN AGRICULTURAL MACHINERY. THIS DOCUMENT IS ALSO AVAILABLE FOR A LIMITED PERIOD AS PART OF A SET (VT 00 488 THROUGH VT 000 504) FROM THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, 980 KINNEAR ROAD, COLUMBUS, OHIO 43212, FOR $7.50 PER SET. (JM)

REPORT NUMBER: AGDEX-761-017-12

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.

ACCESSION NUMBERS: ED012771 VT000408

PUBLICATION DATE: AUG65

TITLE: ADJUSTMENT, MAINTENANCE, AND REPAIR OF CROP HARVESTING MACHINERY. AGRICULTURAL MACHINERY--SERVICE OCCUPATIONS, MODULE NUMBER 11.

INSTITUTION CODE: RUE67355

DESCRIPTOR: *AGRICULTURAL EDUCATION; *AGRICULTURAL MACHINERY; *AGRICULTURAL MACHINERY OCCUPATIONS; BIBLIOGRAPHIES; HARVESTING; MAINTENANCE; POST SECONDARY EDUCATION; REPAIR; *TEACHING GUIDES; UNITS OF STUDY (SUBJECT FIELDS)

IDENTIFIER: COLUMBUS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.92

DESCRIPTIVE NOTE: 48P.

ISSUE: CUMRPT

ONE OF A SERIES DESIGNED FOR HELPING TEACHERS PREPARE POSTSECONDARY-LEVEL STUDENTS FOR AGRICULTURAL MACHINERY SERVICE OCCUPATIONS AS PARTS MEN, MECHANICS, MECHANIC'S HELPERS, AND SERVICE SUPERVISORS, THIS GUIDE AIMS TO DEVELOP STUDENT COMPETENCY IN ADJUSTING, REPAIRING, AND MAINTAINING CROP HARVESTING MACHINERY. SUGGESTIONS FOR INTRODUCTION OF THE MODULE ARE GIVEN. UNIT AREAS COVER--(1) OPERATOR AND SERVICE MANUALS, (2) LUBRICANT SELECTION AND USE, (3) HAY, FORAGE, GRAIN, AND CORN HARVESTING MACHINES, AND (4) MACHINE PAINTING. EACH UNIT AREA INCLUDES SUGGESTED SUBJECT-MATTER CONTENT, TEACHING-LEARNING ACTIVITIES, INSTRUCTIONAL MATERIALS, REFERENCES, AND OCCUPATIONAL EXPERIENCES. REFERENCE IS MADE TO PERTINENT INFORMATION IN OTHER MODULES OF THE SERIES. SUGGESTED TIME ALLOTMENT I S 48 HOURS OF CLASS INSTRUCTION, AND 150 HOURS OF LABORATORY EXPERIENCE, AND 102 HOURS OF OCCUPATIONAL EXPERIENCE. THE TEACHER SHOULD HAVE EXPERIENCE WITH AGRICULTURAL MACHINERY. STUDENTS SHOULD HAVE MECHANICAL APTITUDE AND AN OCCUPATIONAL GOAL IN AGRICULTURAL MACHINERY. CRITERIA FOR EVALUATING EDUCATIONAL OUTCOMES ARE INCLUDED. THIS DOCUMENT IS ALSO AVAILABLE FOR A LIMITED PERIOD AS PART OF A SET (VT 000 488 THROUGH VT 000 504) FROM THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, 980 KINNEAR ROAD, COLUMBUS, OHIO 43212, FOR $7.50 PER SET. (JM)

REPORT NUMBER: AGDEX-745-017-11

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.

ACCESSION NUMBERS: ED012770 VT000497

PUBLICATION DATE: AUG65

TITLE: ADJUSTMENT, MAINTENANCE, AND REPAIR OF TILLAGE, PLANTING, SPRAYING, AND FERTILIZING MACHINERY. AGRICULTURAL MACHINERY--SERVICE OCCUPATIONS, MODULE NUMBER 10.

INSTITUTION CODE: RUE67355

DESCRIPTOR: *AGRICULTURAL EDUCATION; *AGRICULTURAL MACHINERY; *AGRICULTURAL MACHINERY OCCUPATIONS; BIBLIOGRAPHIES; MAINTENANCE; POST SECONDARY EDUCATION; REPAIR; *TEACHING GUIDES; UNITS OF STUDY (SUBJECT FIELDS)

IDENTIFIER: COLUMBUS

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$3.52

DESCRIPTIVE NOTE: 88P.

ISSUE: CUMREPT

THE PURPOSE OF THIS GUIDE IS TO HELP TEACHERS PREPARE POSTSECONDARY-LEVEL STUDENTS FOR THE AGRICULTURAL MACHINERY SERVICE OCCUPATIONS AS PARTS MEN, MECHANICS, MECHANIC'S HELPERS, AND SERVICE SUPERVISORS. IT WAS DESIGNED BY A NATIONAL TASK FORCE ON THE BASIS OF RESEARCH FROM STATE STUDIES. THE MAJOR OBJECTIVE IS TO DEVELOP (1) STUDENT UNDERSTANDING OF TILLAGE, PLANTING, FERTILIZING, AND SPRAYING MACHINERY, AND (2) STUDENT ABILITY TO ADJUST, REPAIR, AND MAINTAIN THESE MACHINES. SUGGESTIONS FOR INTRODUCTION OF THE MODULE ARE GIVEN. UNIT AREAS COVER--(1) OPERATOR AND SERVICE MANUALS, (2) SOIL TILLAGE, (3) LUBRICATION, (4) TILLAGE, SECONDARY TILLAGE, CULTIVATING, CROP PLANTING, AND FERTILIZER APPLICATING MACHINES, (5) SPRAYERS, AND (6) MACHINERY PAINTING. EACH UNIT AREA INCLUDES SUGGESTED SUBJECT MATTER, TEACHING-LEARNING ACTIVITIES, INSTRUCTIONAL MATERIALS, AND REFERENCES. CRITERIA FOR EVALUATING EDUCATIONAL OUTCOMES ARE LISTED. THE COURSE IS SCHEDULED FOR 94 HOURS OF CLASS INSTRUCTION, 188 HOURS OF LABORATORY EXPERIENCE, AND 142 HOURS OF OCCUPATIONAL EXPERIENCE. TEACHERS SHOULD HAVE EXPERIENCE WITH AGRICULTURAL MACHINERY. STUDENTS SHOULD HAVE MECHANICAL APTITUDE, A HIGH SCHOOL BACKGROUND, AND AN OCCUPATIONAL GOAL IN AGRICULTURAL MACHINERY. THIS DOCUMENT IS ALSO AVAILABLE FOR A LIMITED PERIOD AS PART OF A SET (VT 000 488 THROUGH VT 000 504) FROM THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, 980 KINNEAR ROAD, COLUMBUS, OHIO 43212, FOR $7.50 PER SET. (JM)

REPORT NUMBER: AGDEX-740-017-10

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.

ACCESSION NUMBERS: ED012767 VT000494

PUBLICATION DATE: AUG65

TITLE: AGRICULTURAL MACHINERY ASSEMBLY AND LUBRICATION. AGRICULTURAL MACHINERY--SERVICE OCCUPATIONS, MODULE NUMBER 7.

INSTITUTION CODE: RUE67355

DESCRIPTOR: *AGRICULTURAL EDUCATION; *AGRICULTURAL MACHINERY; *AGRICULTURAL MACHINERY OCCUPATIONS; ASSEMBLY (MANUFACTURING); BIBLIOGRAPHIES; MAINTENANCE; POST SECONDARY EDUCATION; *TEACHING GUIDES; UNITS OF STUDY (SUBJECT FIELDS)

IDENTIFIER: COLUMBUS

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$0.72

DESCRIPTIVE NOTE: 18P.

ISSUE: CUMRPT

ONE OF A SERIES DESIGNED TO HELP TEACHERS PREPARE POSTSECONDARY STUDENTS FOR THE AGRICULTURAL MACHINERY SERVICE OCCUPATIONS AS PARTS MEN, MECHANICS, MECHANIC'S HELPERS, AND SERVICE SUPERVISORS, THIS GUIDE AIMS TO DEVELOP STUDENT UNDERSTANDING OF THE FUNCTIONS OF LUBRICANTS FOR AGRICULTURAL MACHINERY, SKILL IN THEIR SELECTION, AND UNDERSTANDING OF MACHINERY ASSEMBLY AND ADJUSTMENT. IT WAS DEVELOPED BY A NATIONAL TASK FORCE ON THE BASIS OF RESEARCH FROM STATE STUDIES. SUGGESTIONS FOR INTRODUCING THE MODULE ARE GIVEN. THE UNITS ARE ORGANIZED INTO SUGGESTED SUBJECT-MATTER CONTENT, TEACHING-LEARNING ACTIVITIES, INSTRUCTIONAL MATERIALS, REFERENCES, AND OCCUPATIONAL EXPERIENCES. SUGGESTED TIME ALLOTMENT IS 9 HOURS OF CLASS INSTRUCTION, 129 HOURS OF LABORATORY EXPERIENCE, AND 60 HOURS OF OCCUPATIONAL EXPERIENCE. TEACHERS SHOULD HAVE EXPERIENCE IN AGRICULTURAL MACHINERY. STUDENTS SHOULD HAVE MECHANICAL APTITUDE AND AN OCCUPATIONAL GOAL IN AGRICULTURAL MACHINERY. THIS DOCUMENT IS ALSO AVAILABLE FOR A LIMITED PERIOD AS PART OF A SET (VT 000 488 THROUGH VT 000 504) FROM THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION, THE OHIO STATE UNIVERSITY, 980 KINNEAR ROAD, COLUMBUS, OHIO 43212, FOR $7.50 PER SET. (JM)

REPORT NUMBER: AGDEX-740-017-7

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS. CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION.

ACCESSION NUMBERS: ED012750 VT000110

PUBLICATION DATE: SEP65

TITLE: MANUAL OF OPERATION FOR VOCATIONAL HOME ECONOMICS PROGRAMS IN JOB TRAINING IN HIGH SCHOOLS.

INSTITUTION CODE: BUE67050

DESCRIPTOR: ADMINISTRATOR GUIDES; CHILD CARE WORKERS; CLOTHING MAINTENANCE SPECIALISTS; *COOPERATIVE EDUCATION; DROPOUT PREVENTION; FOOD SERVICE WORKERS; *HOME ECONOMICS SKILLS; JOB TRAINING; MAIDS; NURSES AIDES; *OCCUPATIONAL HOME ECONOMICS; *PROGRAM PLANNING; SEAMSTRESSES; SECONDARY SCHOOLS; TEACHER QUALIFICATIONS; *WORK EXPERIENCE PROGRAMS

IDENTIFIER: COLUMBUS; OHIO; VOCATIONAL EDUCATION ACT OF 1963

EDRS PRICE: EDRS PRICE MF-$0.25 HC-$1.32

DESCRIPTIVE NOTE: 33P.

ISSUE: CURRENT

AS REQUIRED BY THE VOCATIONAL EDUCATION ACT OF 1963, PART OF THE HOME ECONOMICS PROGRAM INCLUDES CLASSES FOR HIGH SCHOOL GIRLS AND BOYS WHO WISH TO PREPARE FOR GAINFUL EMPLOYMENT UTILIZING HOME ECONOMICS KNOWLEDGE AND SKILLS. OHIO OFFERS THE COOPERATIVE 2-YEAR PROGRAM, AND THE OCCUPATIONAL WORK-EXPERIENCE WHICH IS DESIGNED PRIMARILY FOR THE 11TH- AND 12TH-GRADE STUDENTS OF LIMITED ABILITY IN A SINGLE SKILL AREA. THE MANUAL GIVES STATE REQUIREMENTS FOR STUDENT ELIGIBILITY, TEACHER QUALIFICATIONS, SPACE, AND EQUIPMENT AND PROCEDURES FOR ESTABLISHING AND ADMINISTERING JOB TRAINING PROGRAMS. THE APPENDIX CONTAINS PROGRAM OUTLINES, JOB DESCRIPTIONS, JOB OPPORTUNITIES, AND CHARACTERISTICS OF TRAINEES FOR--(1) CHILD CARE WORKERS, (2) HOMEMAKER'S ASSISTANTS, (3) NURSING AND RESTHOME AIDES, (4) FOOD SERVICE WORKERS, AND (5) CLOTHING SERVICE WORKERS. THE CRITERIA FOR VOCATIONAL APPROVAL AND APPLICATION FORMS FOR JOB TRAINING PROGRAMS ARE ALSO GIVEN. (MS)

INSTITUTION NAME: OHIO STATE DEPT. OF EDUCATION, COLUMBUS.

ACCESSION NUMBERS: ED012579 JC660070

PUBLICATION DATE: JUN66

TITLE: APPLIANCE SERVICE TECHNOLOGY PROGRAMS.

PERSONAL AUTHOR: SCHAUER, CLARENCE H.

INSTITUTION CODE: MVK41970

DESCRIPTOR: APPLIANCE SERVICE TECHNICIANS; *CURRICULUM DEVELOPMENT; *CURRICULUM PLANNING; *JUNIOR COLLEGES; *TECHNICAL EDUCATION; *VOCATIONAL EDUCATION

IDENTIFIER: BENTON HARBOR

EDRS PRICE: EDRS PRICE MF-$0.50 HC-$4.48

DESCRIPTIVE NOTE: 112P.

ISSUE: CUMRPT

THIS IS AN OUTGROWTH OF A FEASIBILITY STUDY COMPLETED IN THE PREVIOUS YEAR (SEE JC 660 071). IT PROPOSES 1-YEAR AND 2-YEAR APPLIANCE SERVICE TECHNOLOGY PROGRAMS, BASIC COURSE OUTLINES, AND FACULTY NEEDS AND EQUIPMENT FOR THIS COLLEGE. EACH PROGRAM INCLUDES THE SUBAREAS OF COMMUNICATIONS SKILLS, BUSINESS PRINCIPLES AND PRACTICES, WARRANTIES, AND MATHEMATICS. CRITERIA FOR THE ESTABLISHMENT OF SUCH A PROGRAM AND A SUMMARY OF THE PROPOSALS ARE SUGGESTED. RECOMMENDATIONS INCLUDE (1) CLOSE COOPERATIVE ARTICULATION AMONG THE COLLEGE, THE HIGH SCHOOL, AND THE APPLIANCE INDUSTRY, (2) THE ESTABLISHMENT OF A SOUND FINANCIAL BASE, AND (3) THE INSTIGATION OF A PROMOTIONAL CAMPAIGN. THE FINAL PORTION OF THIS PROPOSAL CONTAINS THE CURRICULUM GUIDE FOR EACH OF THE TWO PROGRAMS, THE SUGGESTED EQUIPMENT LIST, AN INTEREST QUESTIONNAIRE FOR PROSPECTIVE EMPLOYERS, AND A LIST OF THE MEMBERS OF THE COMMITTEE. (JP)

INSTITUTION NAME: LAKE MICHIGAN COLL., BENTON HARBOR.

ACCESSION NUMBERS: ED011961 AA000080

PROGRAM AREA: 08

PUBLICATION DATE: APR67

TITLE: WORK INSTRUCTION PROGRAMS FOR THE FOOD SERVICE INDUSTRY.

PERSONAL AUTHOR: KONZ, STEPHAN A. ; MIDDLETON, RAYMONA

INSTITUTION CODE: KUJ40575

DESCRIPTOR: *AUDIOVISUAL AIDS; EDUCATIONALLY DISADVANTAGED; EMPLOYMENT POTENTIAL; *FOOD SERVICE INDUSTRY; FOODS INSTRUCTION; INSTRUCTIONAL TECHNOLOGY; *JOB TRAINING; PROGRAMED INSTRUCTION; *PROGRAMED MATERIALS; *SERVICE OCCUPATIONS

IDENTIFIER: MANHATTAN

EDRS PRICE: EDRS PRICE MF-$0.09 HC-$2.12

DESCRIPTIVE NOTE: 53P.

ISSUE: DH6667

A PROJECT WAS INITIATED TO DEVELOP EFFICIENT WORK METHODS FOR 100 COMMON TASKS IN THE FOOD SERVICE INDUSTRY AND THEN TO PREPARE PROGRAMED LEARNING "PACKAGES" FOR EACH OF THESE TASKS FOR TRAINING POTENTIAL EMPLOYEES AND EMPLOYEES WITH LOWER LEVELS OF EDUCATION TO HOLD USEFUL JOBS. THE CONCEPT OF PROGRAMED LEARNING PACKAGES FOR FOOD SERVICING WAS DEMONSTRATED TO BE EFFECTIVE IN PRELIMINARY FIELD TRYOUTS. EACH PACKAGE CONSISTED OF A SET OF SLIDES, COMBINING PHOTOS AND CAPTIONS, THAT DEPICTED A SERIES OF PROGRAMED STEPS ORGANIZED TO TEACH A SINGLE FOOD PREPARATION TASK. AUDIO TAPES WERE INCLUDED IN THE ORIGINAL PLAN BUT WERE DISCARDED WHEN EXPERIMENTS SHOWED THEY CONTRIBUTED LITTLE TO TASK LEARNING. THE TASKS COVERED BY THE PROGRAMED SLIDES WERE DIPPED SALAD ASSEMBLY, CLEANING A MEAT SLICER, MAKING SALAD SANDWICHES, MAKING SLICED MEAT SANDWICHES, MAKING CHANGE, BREADING FOODS FOR DEEP-FAT FRYING, FROSTING A CAKE, CUTTING A CAKE, PORTIONING PUDDING, AND CUTTING A PIE. ONLY THESE 10 PROGRAMED LESSONS WERE COMPLETED WHEN THE PROJECT WAS CANCELLED BECAUSE OF A LACK OF FUNDS. THE COMPLETED PROGRAMED LESSONS WERE MADE AVAILABLE FOR PURCHASE THROUGH THE DEPARTMENT OF INSTITUTIONAL MANAGEMENT, KANSAS STATE UNIVERSITY. (JH)

REPORT NUMBER: BR-6-2159

INSTITUTION NAME: KANSAS STATE UNIV. OF AGRICULTURE AND APPLIED SCIENCE, MANHATTAN.

ACCESSION NUMBERS: ED011803 RC000999

PUBLICATION DATE: MAY64

TITLE: SCHOOL PURCHASE PRACTICES IN TEXAS.

PERSONAL AUTHOR: COOPER, LLOYD G. : AND OTHERS

INSTITUTION CODE: XPT97675

DESCRIPTOR: CONSULTANTS; COOPERATIVE PROGRAMS; *EDUCATIONAL FINANCE; INSTRUCTIONAL MATERIALS; OPERATING EXPENSES; SCHOOL DISTRICTS; *SCHOOL DISTRICT SPENDING; SCHOOL MAINTENANCE; SCHOOL SIZE; *SMALL SCHOOLS; *SUPERINTENDENTS

IDENTIFIER: EL PASO

EDRS PRICE: EDRS PRICE MF-$0.09 HC-$0.84

DESCRIPTIVE NOTE: 21P.

ISSUE: DH6667

THIS REPORT FROM TEXAS WESTERN COLLEGE CONCERNS THE PROBLEMS INVOLVED AND CURRENT PRACTICES IN TEXAS SCHOOL PURCHASING DEPARTMENTS. TWO SURVEYS WERE CONDUCTED BY THE COLLEGE TO INVESTIGATE TWO AREAS. ONE WAS TO DETERMINE SUPERINTENDENTS' PURCHASING PRACTICES BY SCHOOL SIZE, WHILE THE SECOND WAS TO DETERMINE, ALSO BY SCHOOL SIZE, THE LEVEL AND RANGE OF DISCOUNTS GIVEN BY MANUFACTURERS AND SUPPLIERS OF SCHOOL EQUIPMENT. THE AUTHORS RECOMMEND THAT (1) WORKSHOPS ON SCHOOL FINANCE BE HELD, (2) MORE SCHOOL FINANCE COURSES BE INTRODUCED IN COLLEGE CURRICULUMS, (3) SMALL SCHOOL DISTRICTS INITIATE COOPERATIVE PURCHASING PROGRAMS, AND (4) SMALL COOPERATING SCHOOL DISTRICTS EMPLOY A PURCHASING SPECIALIST. (JH)

INSTITUTION NAME: TEXAS UNIV., EL PASO. TEXAS WESTERN COLL.

ACCESSION NUMBERS: ED011782 RC000314

PUBLICATION DATE: 12FEB66

TITLE: THE TWENTY ELEMENTS OF INSTRUCTIONAL TELEVISION.

PERSONAL AUTHOR: MCBRIDE, JACK

DESCRIPTOR: AIRBORNE TELEVISION; AUDIOVISUAL AIDS; *AUDIOVISUAL INSTRUCTION; BROADCAST RECEPTION EQUIPMENT; CLOSED CIRCUIT TELEVISION; CURRICULUM; ECONOMICS; *EDUCATIONAL TELEVISION; EQUIPMENT; EVALUATION; *INFORMATION DISSEMINATION; INSTRUCTION; *INSTRUCTIONAL MATERIALS; INSTRUCTIONAL TELEVISION; LESSON PLANS; MAINTENANCE; OPEN CIRCUIT TELEVISION; ORGANIZATION; PERSONNEL; REINFORCEMENT; RESEARCH; TEACHERS; *TELEVISION; TELEVISION CURRICULUM

IDENTIFIER: CAIRO; UNITED ARAB REPUBLIC

EDRS PRICE: EDRS PRICE MF-$0.09 HC-$1.24

DESCRIPTIVE NOTE: 31P.

ISSUE: DH6667

THIS PAPER WAS PRESENTED AT THE ELEVEN NATION UNITED ARAB REPUBLIC SEMINAR ON EDUCATIONAL TELEVISION SPONSORED BY THE CENTRE FOR EDUCATIONAL TELEVISION OVERSEAS (CAIRO, EGYPT, FEBRUARY 6-12, 1966). IT PURPOSES ARE TO DISCUSS THE POTENTIALS OF TELEVISION TO SOLVE SPECIAL EDUCATIONAL NEEDS, AND TO PRESENT 20 ELEMENTS WHICH THE AUTHOR BELIEVES ARE VITAL TO THE SUCCESSFUL USE OF TELEVISION IN EDUCATION. THESE ELEMENTS INCLUDE--(1) THE EDUCATIONAL NEED, (2) THE TELEVISION TEACHER, (3) CURRICULUM AND LESSON PLANNING AND SUPPORT, (4) THE TELEVISION LESSON, (5) SUPPORTING PRODUCTION, (6) THE TELEVISION MEDIUM, (7) TELEVISION ORIGINATION EQUIPMENT, (8) TELEVISION DISTRIBUTION SYSTEM, (9) GENERAL ADMINISTRATIVE SUPPORT, (10) LOCAL ADMINISTRATIVE SUPPORT, (11) THE CLASSROOM TEACHER, (12) TEACHER UTILIZATION, (13) SYSTEM OF INFORMATION DISSEMINATION, (14) SUPPLEMENTAL INSTRUCTION MATERIALS, (15) THE TELEVISION SET, (16) THE RECEPTION SETTING, (17) RECEIVER MAINTENANCE AND REPAIR, (18) THE STUDENT, (19) FEEDBACK TO THE STUDIO, AND (20) RESEARCH AND EVALUATION. THE AUTH OR CONCLUDES THAT THE ELEMENTS PRESENTED ARE NOT MEANT TO BE A CHECKLIST, BUT RA THER A MEANS OF STRENGTHENING EXISTING PROGRAMS OR DESIGNING BETTER INITIAL EFFO RTS. (JM)

ACCESSION NUMBERS: ED011531 UD001855

PUBLICATION DATE: NOV65

TITLE: REPORT ON EDUCATION TO THE GOVERNOR'S COMMISSION ON THE LOS ANGELES RIOTS.

PERSONAL AUTHOR: MARTYN, KENNETH A.

DESCRIPTOR: ACADEMIC ACHIEVEMENT; ADMINISTRATOR ATTITUDES; CLASSROOMS; *COMPARATIVE ANALYSIS; COUNSELING SERVICES; *CULTURALLY ADVANTAGED; *DISADVANTAGED SCHOOLS; ELEMENTARY SCHOOLS; EXPENDITURES; HIGH SCHOOLS; INSTRUCTIONAL MATERIALS; INTELLIGENCE TESTS; LUNCH PROGRAMS; PARENT ATTITUDES; PERFORMANCE; *PUBLIC SCHOOLS; SCHOOL LIBRARIES; SCHOOL MAINTENANCE; SPECIAL SERVICES; TEACHER ATTITUDES; TEACHER EXPERIENCE; TEACHER QUALIFICATIONS

IDENTIFIER: LOS ANGELES; WATTS

EDRS PRICE: EDRS PRICE MF-$0.27 HC-$5.84

DESCRIPTIVE NOTE: 146P.

ISSUE: DH6667

THE SCHOOLS IN DISADVANTAGED AND NONDISADVANTAGED AREAS OF LOS ANGELES WERE COMPARED IN THIS EXTENSIVE STUDY IN TERMS OF THE ACHIEVEMENT OF THE STUDENTS, THE CHARACTERISTICS OF THE SCHOOLS, AND PARENT AND TEACHER ATTITUDES. THE DATA, GATHERED THROUGH QUESTIONNAIRES AND INTERVIEWS, ARE SUMMARIZED IN 71 TABLES. THE MAJOR FINDINGS OF THE STUDY ARE THAT (1) THE STUDENTS IN THE DISADVANTAGED SCHOOLS HAD LOWER IQ AND ACHIEVEMENT SCORES AND LOWER RATES OF PERFORMANCE, (2) ALTHOUGH CLASS SIZE WAS SMALLER IN DISADVANTAGED SCHOOLS, THE BETTER-PREPARED TEACHERS TAUGHT IN THE OTHER SCHOOLS, WHICH ALSO HAD THE GREATER PROPORTION OF PERMANENT TEACHERS. THE PERCENTAGE OF SUBSTITUTES WAS GREATEST IN WATTS, THE SCENE OF RIOTS IN 1965. SCHOOLS IN BOTH AREAS HAD BEEN TREATED EQUALLY IN BUILDING MAINTENANCE AND IN AVAILABILITY OF INSTRUCTIONAL MATERIAL, AND ALTHOUGH MORE SPECIAL SCHOOL SERVICES WERE AVAILABLE IN DISADVANTAGED SCHOOLS, ALL OF THE SCHOOLS WITHOUT OPERATING CAFETERIAS WERE LOCATED IN DISADVANTAGED AREAS, AND (3) A HIGHER PERCENTAGE OF TEACHERS IN DISADVANTAGED SCHOOLS WERE EAGER TO CHANGE THEIR ASSIGNMENTS, FELT THEIR STUDENTS TO BE UNMOTIVATED, RATED PARENTS AS UNINVOLVED, AND FELT THAT THE CENTRAL ADMINISTRATION WAS UNINTERESTED. SOME RECOMMENDATIONS FOR IMPROVING THE EDUCATION OF THE DISADVANTAGED ARE GIVEN, AND 67 PAGES OF APPENDIXES ARE INCLUDED. (BD)

ACCESSION NUMBERS: ED011100 AC000092

PUBLICATION DATE: 66

TITLE: A TASK UNIT CONCEPT FOR ON-THE-JOB TRAINING IN FOOD SERVICE.

PERSONAL AUTHOR: WELCH, JOHN

INSTITUTION CODE: DHH54630

DESCRIPTOR: *FOOD SERVICE INDUSTRY; INDUSTRIAL EDUCATION; *INSERVICE TEACHER EDUCATION; *JOB ANALYSIS; *ON THE JOB TRAINING; *SERVICE OCCUPATIONS; TEACHING METHODS

IDENTIFIER: COLUMBIA

EDRS PRICE: EDRS PRICE MF-$0.18 HC-$4.84

DESCRIPTIVE NOTE: 121P.

ISSUE: DH6667

INDUSTRIAL TRAINING PROCEDURES ARE COMPARED WITH THOSE OF FOOD AND OTHER SERVICE INDUSTRIES TO ASCERTAIN RELEVANT TRAINING METHODS. HELPFUL PROCEDURES WERE--DESCRIBING EACH EMPLOYEE'S JOB BY LISTING HIS TASKS AND BREAKING DOWN EACH TASK INTO ITS SEPARATE OPERATIONS. THEN THE BEST METHOD OF TRAINING FOR EACH TASK CAN BE DETERMINED. A TIME AND FREQUENCY WHEN AN ASSIGNED WORKER WILL PERFORM EACH TASK, AND SUPERVISION TO SEE THAT THE TASKS ARE PERFORMED WILL RESULT IN A DECREASE IN MISUNDERSTANDINGS AND EMPLOYEE TURNOVER AND AN INCREASE IN EFFICIENCY AND MORALE. THE QUESTIONS OF WHAT, WHY, HOW, WHEN, WHO, AND WHERE MAY BE USED IN PUTTING THE TASK UNIT CONCEPT TO WORK. RESTAURANT ASSOCIATIONS CAN WORK ON PROBLEMS FOR THE BENEFIT OF MEMBERS. JOBS AT ALL LEVELS ARE ANALYZED--MANAGEMENT, SUPERVISION, PREPROCESSING, FOOD PROCESSING, ASSEMBLY, FOOD PRODUCTION, PACKAGING, DELIVERY, SERVICE, BILLING, SANITATION, COMMUNICATION, AND MAINTENANCE. THE METHOD OF DEVELOPING A TASK BREAKDOWN IS PRESENTED AND EXAMPLES ARE GIVEN. METHODS OF ADULT INSTRUCTION ARE SUGGESTED. APPENDIXES INCLUDE JOB DESCRIPTION SAMPLES, TRAINING SCHEDULES, A RESTAURANT CLEANING SCHEDULE, AND A TASK ANALYSIS FORM. (JA)

REPORT NUMBER: MANUAL-66-FIRST REPRINT-2M-66

INSTITUTION NAME: MISSOURI UNIV., COLUMBIA. EXTENSION DIV.

ACCESSION NUMBERS: ED011091 AC000020

PUBLICATION DATE: JUL66

TITLE: ORGANIZATION AND ADMINISTRATION OF DISTRIBUTIVE EDUCATION PROGRAMS FOR ADULTS.

PERSONAL AUTHOR: TRAPNELL, GAIL ; AND OTHERS

INSTITUTION CODE: HWP26250

DESCRIPTOR: ADMISSION CRITERIA; *ADULT EDUCATION PROGRAMS; *DISTRIBUTIVE EDUCATION; EDUCATIONAL BENEFITS; EDUCATIONAL FINANCE; INDUSTRIAL EDUCATION; INSTRUCTIONAL STAFF; *MANUALS; METHODOLOGY; *PROGRAM ADMINISTRATION; PROGRAM DESCRIPTIONS; *PROGRAM DEVELOPMENT; PROGRAM EVALUATION; SERVICE OCCUPATIONS; TEACHING TECHNIQUES; VOCATIONAL EDUCATION

IDENTIFIER: TALLAHASSEE

EDRS PRICE: EDRS PRICE MF-$0.18 HC-$3.40

DESCRIPTIVE NOTE: 85P.

ISSUE: DH6667

THIS GUIDE WAS PREPARED TO ASSIST COUNTY SUPERINTENDENTS, LOCAL DIRECTORS OF VOCATIONAL EDUCATION, LOCAL COORDINATORS, AND SUPERVISORS IN THE ORGANIZATION, DEVELOPMENT, AND SUPERVISION OF DISTRIBUTIVE EDUCATION PROGRAMS FOR ADULTS. IT WAS ESPECIALLY ORIENTED TO FLORIDA. IT DESCRIBED DISTRIBUTIVE COOPERATIVE ENTERPRISE INVOLVING BOTH COUNTY SCHOOL ADMINISTRATION AND THE COMMUNITY. THE COORDINATOR OF THE PROGRAM WORKED AS LIAISON BETWEEN THE TWO, SURVEYING THE COMMUNITY, CONTACTING BUSINESS ORGANIZATIONS, FORMING AN ADVISORY COMMITTEE, SELECTING TEACHERS, AND DEVELOPING COURSES OF STUDY APPROPRIATE TO THE COMMUNITY NEEDS. THE ADVANTAGES AND DISADVANTAGES OF SEVERAL TEACHING METHODS WERE DISCUSSED, SUCH METHODS AS LECTURES, FORUMS, SYMPOSIUMS, AND BUZZ SESSIONS. ADULT OFFERINGS IN VOCATIONAL DISTRIBUTIVE EDUCATION WERE LISTED FOR MANAGEMENT, SUPERVISORY PERSONNEL, AND EMPLOYEES IN SUCH OCCUPATIONAL AREAS AS BANKING, INSURANCE, REAL ESTATE, AND TRAVEL. THE APPENDIX INCLUDED TEACHER CERTIFICATION REQUIREMENTS, AWARD FORMS, AND 23 REFERENCES. (LY)

REPORT NUMBER: FSDE-BULL-74H-5

INSTITUTION NAME: FLORIDA STATE DEPT. OF EDUCATION, TALLAHASSEE.

ACCESSION NUMBERS: ED010497

PROGRAM AREA: 08

PUBLICATION DATE: MAR66

TITLE: A DETERMINATION OF NEEDED ADJUSTMENTS AND EXTENSIONS IN THE CURRICULAR PATTERNS OF VOCATIONAL EDUCATION IN AGRICULTURE. FINAL REPORT.

PERSONAL AUTHOR: TAYLOR, ROBERT E.

INSTITUTION CODE: RUE67125

DESCRIPTOR: *AGRICULTURE; BIBLIOGRAPHIES; *CURRICULUM PLANNING; EDUCATIONAL CHANGE; EDUCATIONAL NEEDS; HIGH SCHOOLS; NONFARM YOUTH; OCCUPATIONAL GUIDANCE; POST HIGH SCHOOL GUIDANCE; *PREVOCATIONAL EDUCATION; RURAL YOUTH; *SERVICE OCCUPATIONS; SUBPROFESSIONALS; *VOCATIONAL EDUCATION

IDENTIFIER: COLUMBUS; OHIO

EDRS PRICE: EDRS PRICE MF-$0.18 HC-$4.12

DESCRIPTIVE NOTE: 103P.

ISSUE: DH6667

TO MORE EFFECTIVELY MEET PREPARATORY TRAINING NEEDS IN NONFARM AGRICULTURAL OCCUPATIONS, THE ADJUSTMENTS AND EXTENSIONS NEEDED IN HIGH SCHOOL AND POST-HIGH SCHOOL CURRICULAR PATTERNS OF AGRICULTURAL VOCATIONAL EDUCATION WERE IDENTIFIED. COMMITTEE MEETINGS, AREA SEMINARS, AND A NATIONAL CONFERENCE WERE CALLED WHICH SUMMARIZED, INTERPRETED, AND SYNTHESIZED VARIED PROGRAMS FOR AGRICULTURAL OCCUPATIONS. RESULTING CURRICULAR AND ADMINISTRATIVE RECOMMENDATIONS WERE PRESENTED IN A SERIES OF SPECIAL PUBLICATIONS (LISTED IN THE REPORT). IN ADDITION, CURRICULAR MATERIALS WERE DEVELOPED FOR COURSES IN FOUR SUBJECT AREAS--AGRICULTURAL MACHINERY (SERVICE OCCUPATIONS), AGRICULTURAL SUPPLY (SALES AND SERVICE OCCUPATIONS), HORTICULTURE (SERVICE OCCUPATIONS), AND AGRICULTURAL CHEMICALS TECHNOLOGY. (GD)

REPORT NUMBER: BR-5-0031; ERD-002-65

CONTRACT NUMBER: OEC-5-85-009

INSTITUTION NAME: OHIO STATE UNIV., COLUMBUS.

ACCESSION NUMBERS: ED010370

PROGRAM AREA: 08

PUBLICATION DATE: FEB66

TITLE: A PROPOSAL TO PREPARE TEACHERS AND TO DEVELOP INSTRUCTIONAL MATERIALS FOR FOOD SERVICE OCCUPATIONS--PREPARING TEACHERS AND INSTRUCTIONAL MATERIALS FOR THE FOOD SERVICE OCCUPATIONS.

PERSONAL AUTHOR: BARBOUR, HENRY O.; HOLLANDSWORTH, HELEN L.

INSTITUTION CODE: MVK50400

DESCRIPTOR: CURRICULUM DEVELOPMENT; *FOODS INSTRUCTION; INSTRUCTIONAL MATERIALS; *SERVICE EDUCATION; *SERVICE OCCUPATIONS; TEACHER EDUCATION; *TEACHER WORKSHOPS; *VOCATIONAL EDUCATION; WORKSHOPS

IDENTIFIER: EAST LANSING; MICHIGAN

EDRS PRICE: EDRS PRICE MF-$0.18 HC-$3.88

DESCRIPTIVE NOTE: 97P.

ISSUE: DH6667

A 3-WEEK WORKSHOP WAS CONDUCTED FOR 14 TEACHERS OF FOOD SERVICE PROGRAMS. THE OBJECTIVES OF THE WORKSHOP INCLUDED (1) ANALYZING THE NATURE OF FOOD SERVICE OCCUPATIONS AND RECOGNIZING THE COMPETENCIES EXPECTED OF WORKERS IN FOOD PRODUCTION, SALES, AND SERVICES, (2) DEVELOPING INSTRUCTIONAL GUIDES AND MATERIALS FOR SELECTED OCCUPATIONS IN THE FOOD SERVICE FIELD, AND (3) UNDERSTANDING METHODS SUITABLE FOR TRAINING IN FOOD SERVICE OCCUPATIONS. THE WORKSHOP PROJECTS WERE ANALYZED, AND EXCERPTS OF EACH WERE PRESENTED WITH CONCLUSIONS AND RECOMMENDATIONS. (GC)

REPORT NUMBER: BR-5-0153 ; EP-6; ERD-231-65

INSTITUTION NAME: MICHIGAN STATE UNIV., EAST LANSING. COLL. OF EDUCATION.

ACCESSION NUMBERS: ED010303

PROGRAM AREA: OR

PUBLICATION DATE: 31AUG66

TITLE: ELECTROMECHANICAL INSTALLATION AND REPAIR CLUSTER--AN INVESTIGATION AND DEVELOPMENT OF THE CLUSTER CONCEPT AS A PROGRAM IN VOCATIONAL EDUCATION AT THE SECONDARY SCHOOL LEVEL.

PERSONAL AUTHOR: MALEY, DONALD

INSTITUTION CODE: LYR45975

DESCRIPTOR: *COURSE ORGANIZATION; EDUCATIONAL OBJECTIVES; *ELECTRICITY; *INDUSTRIAL ARTS; INSTRUCTIONAL MATERIALS; OCCUPATIONAL GUIDANCE; OCCUPATIONAL INFORMATION; PROGRAM DEVELOPMENT; PROGRAM EVALUATION; PROGRAM GUIDES; *PROGRAM PLANNING; SECONDARY EDUCATION; SERVICE EDUCATION; *SERVICE OCCUPATIONS; TASK PERFORMANCE; *VOCATIONAL EDUCATION

IDENTIFIER: COLLEGE PARK; MARYLAND

EDRS PRICE: EDRS PRICE MF-$0.45 HC-$11.36

DESCRIPTIVE NOTE: 284P.

ISSUE: DH6667

THIS COURSE OUTLINE ON ELECTROMECHANICAL INSTALLATION AND REPAIR IS PART OF THE FINAL REPORT ON "CLUSTER CONCEPT" COURSES IN VOCATIONAL EDUCATION FOR SECONDARY EDUCATION (ED 010 301). EACH JOB ENTRY TASK WAS ANALYZED FOR HUMAN REQUIREMENTS (COMMUNICATION, MEASUREMENT, MATHEMATICS, SCIENCE, SKILLS, AND INFORMATION) NECESSARY TO PERFORMANCE OF THE TASK. THE TASK STATEMENTS FOR SERVICING OF AIR CONDITIONING AND REFRIGERATION, BUSINESS MACHINES, HOME APPLIANCES, AND RADIO AND TELEVISION WERE WRITTEN IN BEHAVIORAL TERMS WHICH PROVIDE THE INSTRUCTOR WITH A DESCRIPTION OF WHAT THE STUDENT SHOULD BE ABLE TO DO AFTER HE HAS HAD THE LEARNING EXPERIENCE. INSTRUCTIONAL SEQUENCES WERE PROVIDED AT THE END OF THE TASK ANALYSIS SECTION TO AID THE TEACHER IN DEVELOPING LESSON PLANS, MATERIALS OF INSTRUCTION, AND VISUAL AIDS. (FOR OTHER COURSE OUTLINES SEE ED 010 302 AND ED 010 304.) (GC)

REPORT NUMBER: BR-5-0183-C; ERD-115-C

CONTRACT NUMBER: OEC-685-023

INSTITUTION NAME: MARYLAND UNIV., COLLEGE PARK.